

Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
Government of Canada | Gouvernement du Canada  
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Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Charlie Vegter [<mailto:Charlie.Vegter@pwgsc-tpsgc.gc.ca>]  
**Sent:** August 1, 2013 9:22 AM  
**To:** Michael, Connie  
**Subject:** FW: Damage to the POE wildhorse.

Good morning Connie, the process has already been started as you can see by the emails below. I have to go to Wild Horse next week and will inspect the door then.

Charlie Vegter  
Building Operator Maintainer  
Carway Border Facility  
P.O. Box 2755 Cardston AB.  
T0K 0K0  
Phone: 403-653-1038  
Fax: 403-653-4317  
Cell: 403-634-9393  
Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

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**From:** Forrester, Irena [<mailto:Irena.Forrester@cbsa-asfc.gc.ca>]  
**Sent:** Monday, July 15, 2013 11:32 AM  
**To:** Anderson, Darryl; Charlie Vegter; Selk, Gerry  
**Subject:** RE: Damage to the POE wildhorse.

Picture received, request sent to Pattison for proof. Will share once received.

Irena!

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**From:** Anderson, Darryl  
**Sent:** July 15, 2013 11:28 AM  
**To:** Forrester, Irena; Vegter, Charlie: PWGSC / TPSGC; Selk, Gerry  
**Subject:** Re: Damage to the POE wildhorse.

On the canopy by the height sign. Will send a pic.

---

Sent from my BlackBerry handheld.  
Envoyé à partir de mon BlackBerry.

---

**From:** Forrester, Irena  
**Sent:** Monday, July 15, 2013 01:27 PM Eastern Standard Time  
**To:** Anderson, Darryl; Vegter, Charlie: PWGSC / TPSGC; Selk, Gerry  
**Subject:** RE: Damage to the POE wildhorse.

Sure is a possibility.

Just for clarity are you wanting it mounted on the building – like on the canopy at the top? Or on the left side of the door area?

Thanks!

---

**From:** Anderson, Darryl  
**Sent:** July 15, 2013 11:23 AM  
**To:** Forrester, Irena; Vegter, Charlie: PWGSC / TPSGC; Selk, Gerry  
**Subject:** Re: Damage to the POE wildhorse.

Hi Irena,

Would like to get the signs that just have a picture of the truck and RV with an arrow pointing to the outside lane (left).

I believe Coutts may have some?

Is this a possibility?

---

Sent from my BlackBerry handheld.  
Envoyé à partir de mon BlackBerry.

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**From:** Forrester, Irena  
**Sent:** Monday, July 15, 2013 10:31 AM Eastern Standard Time  
**To:** Anderson, Darryl; Vegter, Charlie: PWGSC / TPSGC  
**Cc:** Selk, Gerry  
**Subject:** RE: Damage to the POE wildhorse.

Please provide wording for sign and where you would like it placed. I will get translation and provide you with template for review prior to pricing.

Irena!

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**From:** Anderson, Darryl  
**Sent:** July 11, 2013 12:21 PM  
**To:** Forrester, Irena; Vegter, Charlie: PWGSC / TPSGC  
**Cc:** Selk, Gerry  
**Subject:** Fw: Damage to the POE wildhorse.

Can we look at the possibility of some new signs? the height is there but people don't pay attention.

I will send pics when I have them. D

---

Sent from my BlackBerry handheld.  
Envoyé à partir de mon BlackBerry.

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**From:** McRae, Janelle  
**Sent:** Thursday, July 11, 2013 02:17 PM Eastern Standard Time  
**To:** Anderson, Darryl; Schaffer, Rylan  
**Subject:** Damage to the POE wildhorse.

Hi guys,



Just letting you know that a traveller ran in to the building today. His trailer was too tall, and he hit the garage with his antenna. There is some damage, and we took pictures and have his insurance. We are trying to Download the pictures now, but having some issues. Will get them to you asap. Same with all of his insurance info.

I think we all agree we really need a sign that says campers over a certain height must park to the left- or something like that.

Thanks

Janelle and jaime

D- sorry to bother you on your day off.

## Crupi, Kayla

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**From:** Patten, Brent  
**Sent:** November 18, 2014 03:04 PM  
**To:** Michael, Connie  
**Cc:** PRA-CBSA-Region, Procurement; Simonson, Lyle  
**Subject:** RE: decision on Wildhorse Trailers

I sent him an email on the weekend but he has not replied.

---

**From:** Michael, Connie  
**Sent:** November 18, 2014 1:17 PM  
**To:** Patten, Brent  
**Cc:** PRA-CBSA-Region, Procurement; Simonson, Lyle  
**Subject:** decision on Wildhorse Trailers

Hi Brent – Have you heard anything from Ed Lane in regards to the direction we are going in for the Wildhorse trailers. Procurement needs to respond to PWGSC on the requisition that we sent to them for the purchase of the two trailers. Time is running out if we want these trailers by fiscal year end.

Thanks,

Connie

PS – my computer crashed so I don't have my normal drives etc.....

## Crupi, Kayla

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**From:** Anderson, Darryl  
**Sent:** October 25, 2016 02:24 PM  
**To:** Simonson, Lyle  
**Subject:** RE: Dorm trailer locks.

That would violate security policy I'm afraid. I do feel these locks are very important to prevent someone from accidentally locking oneself out. D

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**From:** Simonson, Lyle  
**Sent:** October 25, 2016 12:14 PM  
**To:** Anderson, Darryl  
**Subject:** RE: Dorm trailer locks.

I have found 2 locksmiths in medicine hat to quote putting in a keypad lock on that trailer in Wildhorse. The cheapest one is \$1,405.00. This is rather expensive so my question is do you feel we really need this lock? Could we possibly hide a key in some sort of magnetic box underneath the trailer?

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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**From:** Anderson, Darryl  
**Sent:** September 30, 2016 1:23 PM  
**To:** Simonson, Lyle; 'Matthew Gillam'  
**Cc:** Walter Espinoza  
**Subject:** RE: Dorm trailer locks.

I have them here at Del Bonita now. If we could maybe see if Matt could put them on the back door of the residence and the garage of the residence??

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**From:** Anderson, Darryl  
**Sent:** September 28, 2016 8:17 AM  
**To:** Simonson, Lyle; 'Matthew Gillam'  
**Cc:** Walter Espinoza  
**Subject:** RE: Dorm trailer locks.

We could put them to use here at Del Bo on our Residence and X-ray garage?

---

**From:** Simonson, Lyle  
**Sent:** September 28, 2016 7:23 AM  
**To:** 'Matthew Gillam'; Anderson, Darryl  
**Cc:** Walter Espinoza  
**Subject:** RE: Dorm trailer locks.

Thanks Mathew.

Darryl do you have a use for those locks anywhere else?

Lyle Simonson

Facility Officer / Operations Branch

Canada Border Services Agency

[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations

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**From:** Matthew Gillam [<mailto:Matthew.Gillam@brookfieldgis.com>]

**Sent:** September 27, 2016 5:12 PM

**To:** Anderson, Darryl

**Cc:** Walter Espinoza; Simonson, Lyle

**Subject:** Dorm trailer locks.

Good evening Darryl,

As per our conversation on the phone,

I was out at Wildhorse today and was going to install the new dorm locks Lyle sent out. Unfortunately they are not the right locks for the style of door and will not work. I have attached pictures of the doors and door handles. Hopefully that helps with matching the correct application for those doors.

I have no problem installing the new ones if you choose to order more and send them out to Wildhorse again.

That being said I might suggest that the best bet going forward would be to get a lock smith from Medicine Hat to supply and install the new locks as he will have all the parts and know exactly what application will suit those doors best.

Let me know if I can help with anything else going forward on this.

Thanks,

**Matthew Gillam**

**Building Technician – Roving**

**Brookfield Global Integrated Solutions**

Calgary, Alberta

M: [403.988.8531](tel:403.988.8531)

Please consider the environment before printing this email - Help save our planet.

Veuillez songer à l'environnement avant d'imprimer le présent courriel – Aidez-nous à protéger notre planète.

**Crupi, Kayla**

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**From:** Forrester, Irena  
**Sent:** October 22, 2012 03:27 PM  
**To:** 'Andrew'  
**Cc:** Gray, Barbara; Michael, Connie  
**Subject:** RE: FW: Aden and Wildhorse Information

Hi Andrew,

I am gathering the information and will be mailing out in the next day or so.

Irena!

---

**From:** Andrew [mailto: . @mymts.net]  
**Sent:** October 19, 2012 10:02 AM  
**To:** Forrester, Irena  
**Subject:** FW: FW: Aden and Wildhorse Information

Hi Irena,

Further to my voice message earlier this morning, I understand through my colleague David Klassen, you will be forwarding copies of the Stenger Plumbing invoices pertaining to work completed on the water distribution systems at the Aden and Wild Horse Border Crossing Facilities.

In addition, could you please forward any information relating to the existing water wells (depth, stratigraphy, casing size, etc..) located on these properties.

Please contact me directly at 204-791-4938 should you have any questions,

Regards,

**Andrew Passalis, P.Eng.**  
Project Engineer.

**EGE Engineering Ltd.**  
**Engineering, Geosciences and Environmental**  
511 Pepperloaf Crescent  
Winnipeg, Manitoba  
R3R 1E6

Ph: .  
Fax: (204) 837-6473  
e-mail: @mts.net

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**From:** David Klassen [mailto:[david.klassen@mts.net](mailto:david.klassen@mts.net)]  
**Sent:** October-19-12 10:55 AM  
**To:** [david.klassen@mts.net](mailto:david.klassen@mts.net)  
**Subject:** Fwd: FW: Aden and Wildhorse Information

David Klassen, P.Geo.  
Environmental Scientist

**EGE Engineering Ltd.**  
**Engineering, Geosciences and Environmental**  
511 Pepperloaf Crescent  
Winnipeg, Manitoba  
R3R 1E6

Ph:  
Fax: (204) 837-6473  
e-mail: [david.klassen@mts.net](mailto:david.klassen@mts.net)

----- Original Message -----

**Subject:**FW: Aden and Wildhorse Information  
**Date:**Thu, 18 Oct 2012 17:04:48 -0600  
**From:**Forrester, Irena <[Irena.Forrester@cbsa-asfc.gc.ca](mailto:Irena.Forrester@cbsa-asfc.gc.ca)>  
**To:**<[david.klassen@mts.net](mailto:david.klassen@mts.net)>

I am sending this to you again as my original email did not go through!

Thanks!

---

**From:** Forrester, Irena  
**Sent:** October 18, 2012 5:03 PM  
**To:** [david.klassen@mts.net](mailto:david.klassen@mts.net)  
**Cc:** Michael, Connie; Gray, Barbara; Brownlee, Michael: PWGSC  
**Subject:** Aden and Wildhorse Information

Good Afternoon,

I will be providing you with information as per your request sent to PWGSC and forwarded on to myself for Wildhorse and Aden.

For your information the documents I will be providing will not be reports but actual invoices from Stenger's. The invoices do have a lot of information on them and I am sure they can assist you.

However as there have been several facilities officers since 2007 I cannot guarantee I will have everything. But will send what I have.

The information will be mailed to you once I have chance to copy it all. Can you please confirm your mailing address for me?

Thank you!

Irena Forrester

A/Environmental Co-Ordinator  
Facilities and Telecommunications Officer  
Canada Border Services Agency  
2588-27 Street NE  
Calgary, AB T1Y 7G1  
(403) 292-6688  
(403) 333-1963 – Cell  
(403) 292-6699 - Fax

## Crupi, Kayla

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**From:** Elborn, Edward (Ted)  
**Sent:** April 27, 2017 08:49 AM  
**To:** Sheldon Jacobs  
**Cc:** Kelsey Debets; Mayer, John: PWGSC / TPSGC; Simonson, Lyle; Burgess, Jim: PWGSC / TPSGC; Prosper, Hantz  
**Subject:** Re: GOC376862,376882,376918,377013: Water Treatment Monchy, Coronach, West Poplar & Willow Creek

Sheldon,

I would like to receive a copy of the schematic design for the water treatment project and the construction documents for the Wildhorse Well - all plans and specs.

Your position on proving updated information until a new SSA is signed is unacceptable.

Ted

Ted Elborn, MAATO, PMP  
Project Manager/Gestionnaire de projet  
Canada Border Services Agency/Agence des services frontaliers du Canada  
National Real Property and Accommodations Directorate/Comptrollership Branch  
Direction des services nationaux de gestion des biens immobiliers et des locaux /La Direction générale du contrôle  
Government of Canada / Gouvernement du Canada  
Ted.Elborn@cbsa-asfc.gc.ca

---

**From:** Sheldon Jacobs  
**Sent:** Wednesday, April 26, 2017 4:53 PM  
**To:** Elborn, Edward (Ted)  
**Cc:** Kelsey Debets; Mayer, John: PWGSC / TPSGC; Simonson, Lyle; Burgess, Jim: PWGSC / TPSGC  
**Subject:** RE: GOC376862,376882,376918,377013: Water Treatment Monchy, Coronach, West Poplar & Willow Creek

Hi Ted,

I can provide the following:

### Sask Water Treatment Systems

Project Status: Consultant engaged last fiscal year, with site visits conducted and the schematic design prepared.

BGIS and consultant are preparing an IAR which once we have the signed SSA, allows them to tender for implementation

Schedule: I cannot provide an updated schedule until we have the approval to proceed to tender

Financial forecast: The most recent forecast is included on the carry over project SSA. (Lab & Disb. = \$260,997.32)

This was based on the consultant's preliminary submission to BGIS last fiscal. Updated forecast cannot be provided until we have closed the tender.

### Wildhorse Well

Project status: Consultant hired and plans and specs were being completed for year end march 31, 2017

Schedule: Once SSA is signed, requirement can be tendered and schedule provided.

Financial Forecast: The most recent forecast is included on the carry over project SSA. (Lab & Disb. = \$244,802.41)

As mentioned previously, PSPC is unable to provide any updates as it is status quo for March 31, 2017.

Once we have the signed SSAs, we can then have BGIS proceed and provide the updates and information you require.



## Sheldon Jacobs

Property and Facility Manager, Asset Performance  
Public Services and Procurement Canada / Government of Canada  
sheldon.jacobs@pwgsc-tpsgc.gc.ca / Tel: 306-975-6936 / Cel: 306-716-0351

Gestionnaire d'immeubles et d'installation, Rendement de l'actif  
Services publics et Approvisionnement Canada / Gouvernement du Canada  
sheldon.jacobs@pwgsc-tpsgc.gc.ca / Tel: 306-975-6936 / Cel: 306-716-0351

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**From:** Elborn, Edward (Ted) [mailto:Ted.Elborn@cbsa-asfc.gc.ca]  
**Sent:** April-26-17 2:55 PM  
**To:** Sheldon Jacobs <Sheldon.Jacobs@tpsgc-pwgsc.gc.ca>  
**Cc:** Kelsey Debets <Kelsey.Debets@tpsgc-pwgsc.gc.ca>; John Mayer <John.Mayer@pwgsc-tpsgc.gc.ca>; Simonson, Lyle <Lyle.Simonson@cbsa-asfc.gc.ca>; Jim Burgess <Jim.Burgess@pwgsc-tpsgc.gc.ca>  
**Subject:** RE: GOC376862,376882,376918,377013: Water Treatment Monchy, Coronach, West Poplar & Willow Creek

Sheldon,

Do you have an update on the project status, schedule, and updated financial forecast for these two projects. I would like to know how the cost estimates were established and the design being proposed.

Ted

---

**From:** Sheldon Jacobs [mailto:Sheldon.Jacobs@tpsgc-pwgsc.gc.ca]  
**Sent:** April 26, 2017 12:28 PM  
**To:** Elborn, Edward (Ted)  
**Cc:** Kelsey Debets; Mayer, John: PWGSC / TPSGC; Simonson, Lyle; Burgess, Jim: PWGSC / TPSGC  
**Subject:** RE: GOC376862,376882,376918,377013: Water Treatment Monchy, Coronach, West Poplar & Willow Creek

Good morning Ted,  
The 2016 2017 Work Authorizations for this project included the hiring of a consultant and the consultant completing the schematic design by March 31, 2017.  
I have confirmed that the consultant was hired and they have been to site twice in order to complete the schematic design.

For the 2017 2018 portion of these projects, we cannot move on any projects until the SSAs are signed and in hand.

## Sheldon Jacobs

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sheldon.jacobs@pwgsc-tpsgc.gc.ca / Tel: 306-975-6936 / Cel: 306-716-0351

---

**From:** Elborn, Edward (Ted) [mailto:Ted.Elborn@cbsa-asfc.gc.ca]  
**Sent:** April-26-17 9:57 AM  
**To:** Sheldon Jacobs <Sheldon.Jacobs@tpsgc-pwgsc.gc.ca>

**Cc:** Kelsey Debets <[Kelsey.Debets@tpsgc-pwgsc.gc.ca](mailto:Kelsey.Debets@tpsgc-pwgsc.gc.ca)>; John Mayer <[John.Mayer@pwgsc-tpsgc.gc.ca](mailto:John.Mayer@pwgsc-tpsgc.gc.ca)>; Simonson, Lyle <[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)>

**Subject:** RE: GOC376862,376882,376918,377013: Water Treatment Monchy, Coronach, West Poplar, Willow Creek & GOC388857: Well, Wildhorse

Sheldon,

I would like to know if a consultant has been engaged for the water treatment project. I take it that this is with BGIS. Please confirm the current status. Have consultants been engaged, when will they visit the site, begin a design?

Please provide an update by the end of the day today.

Ted

Ted Elborn, MAATO, PMP

Project Manager/Gestionnaire de projet

Canada Border Services Agency/Agence des services frontaliers du Canada

National Real Property and Accommodations Directorate/Comptrollership Branch

Direction des services nationaux de gestion des biens immobiliers et des locaux /La Direction générale du contrôle

Government of Canada / Gouvernement du Canada

[Ted.Elborn@cbsa-asfc.gc.ca](mailto:Ted.Elborn@cbsa-asfc.gc.ca) 343-291-5813

---

**From:** Sheldon Jacobs [<mailto:Sheldon.Jacobs@tpsgc-pwgsc.gc.ca>]

**Sent:** April 13, 2017 12:34 PM

**To:** Elborn, Edward (Ted)

**Cc:** ABRAHAM, GILLES; Kelsey Debets; Mayer, John: PWGSC / TPSGC

**Subject:** RE: GOC376862,376882,376918,377013: Water Treatment Monchy, Coronach, West Poplar, Willow Creek & GOC388857: Well, Wildhorse

Hi Ted,

I am unable to provide any updates at this time.

I am following up with BGIS and will provide an update when I am able.

Sheldon Jacobs

Property and Facility Manager, Asset Performance

Public Services and Procurement Canada / Government of Canada

[sheldon.jacobs@pwgsc-tpsgc.gc.ca](mailto:sheldon.jacobs@pwgsc-tpsgc.gc.ca) / Tel: 306-975-6936 / Cel: 306-716-0351

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---

**From:** Elborn, Edward (Ted) [<mailto:Ted.Elborn@cbsa-asfc.gc.ca>]

**Sent:** April-11-17 8:08 AM

**To:** Sheldon Jacobs <[Sheldon.Jacobs@tpsgc-pwgsc.gc.ca](mailto:Sheldon.Jacobs@tpsgc-pwgsc.gc.ca)>

**Cc:** ABRAHAM, GILLES <[GILLES.ABRAHAM@cbsa-asfc.gc.ca](mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca)>; Kelsey Debets

<[Kelsey.Debets@tpsgc-pwgsc.gc.ca](mailto:Kelsey.Debets@tpsgc-pwgsc.gc.ca)>; John Mayer <[John.Mayer@pwgsc-tpsgc.gc.ca](mailto:John.Mayer@pwgsc-tpsgc.gc.ca)>

**Subject:** RE: GOC376862,376882,376918,377013: Water Treatment Monchy, Coronach, West Poplar, Willow Creek & GOC388857: Well, Wildhorse

Hi Sheldon,

Do you have an update on the project status, schedule, and updated financial forecast for these two projects. I'm interested in seeing the construction documents for tender for the

well. I would like to see the design documents for the water treatment for the four POE's as well.

Thanks,

Ted

Ted Elborn, MAATO, PMP

Project Manager/Gestionnaire de projet

Canada Border Services Agency/Agence des services frontaliers du Canada

National Real Property and Accommodations Directorate/Comptrollership Branch

Direction des services nationaux de gestion des biens immobiliers et des locaux /La Direction générale du contrôle  
Government of Canada / Gouvernement du Canada

[Ted.Elborn@cbsa-asfc.gc.ca](mailto:Ted.Elborn@cbsa-asfc.gc.ca) 343-291-5813

---

**From:** Sheldon Jacobs [<mailto:Sheldon.Jacobs@tpsgc-pwgsc.gc.ca>]

**Sent:** February 23, 2017 5:20 PM

**To:** Elborn, Edward (Ted) <[Ted.Elborn@cbsa-asfc.gc.ca](mailto:Ted.Elborn@cbsa-asfc.gc.ca)>

**Cc:** ABRAHAM, GILLES <[GILLES.ABRAHAM@cbsa-asfc.gc.ca](mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca)>; Kelsey Debets <[Kelsey.Debets@tpsgc-pwgsc.gc.ca](mailto:Kelsey.Debets@tpsgc-pwgsc.gc.ca)>; Mayer, John: PWGSC / TPSGC <[john.mayer@pwgsc-tpsgc.gc.ca](mailto:john.mayer@pwgsc-tpsgc.gc.ca)>

**Subject:** RE: GOC376862,376882,376918,377013: Water Treatment Monchy, Coronach, West Poplar, Willow Creek & GOC38857: Well, Wildhorse

Hi Ted,

I have amended the SSA, please see attached above.

I have provided the following breakdown in the comments box:

Disbursements for 2017 18 are:

- WH well - \$31,813.42
- SK Water treatment - \$ 193,696.60

A forecast for 2017 18 will be provided upon receipt from BGIS.

Upon review and if you agree, kindly have the SSA signed and returned to me for the signature of the PSPC Technical Authority.

Sheldon Jacobs

Property and Facility Manager, Asset Performance

Public Services and Procurement Canada / Government of Canada

[sheldon.jacobs@pwgsc-tpsgc.gc.ca](mailto:sheldon.jacobs@pwgsc-tpsgc.gc.ca) / Tel: 306-975-6936 / Cel: 306-716-0351

Gestionnaire d'immeubles et d'installation, Rendement de l'actif

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---

**From:** Elborn, Edward (Ted) [<mailto:Ted.Elborn@cbsa-asfc.gc.ca>]

**Sent:** February-23-17 3:14 PM

**To:** Sheldon Jacobs <[Sheldon.Jacobs@tpsgc-pwgsc.gc.ca](mailto:Sheldon.Jacobs@tpsgc-pwgsc.gc.ca)>

**Cc:** ABRAHAM, GILLES <[GILLES.ABRAHAM@cbsa-asfc.gc.ca](mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca)>; Kelsey Debets <[Kelsey.Debets@tpsgc-pwgsc.gc.ca](mailto:Kelsey.Debets@tpsgc-pwgsc.gc.ca)>; John Mayer <[John.Mayer@pwgsc-tpsgc.gc.ca](mailto:John.Mayer@pwgsc-tpsgc.gc.ca)>

**Subject:** RE: GOC376862,376882,376918,377013: Water Treatment Monchy, Coronach, West Poplar, Willow Creek

Sheldon,

I would like the amended SSA to reflect some amount in the next line – Current Year + 1. The original amount that CBSA was carrying for the well was \$50,000 and for the water treatment \$220K. On that basis the amount in the next line should be \$224,980 (\$270K - \$45,020). You can provide the forecast with the more accurate numbers once you have it and in April we will look to adjust the SSA further.

I'm interested in knowing what work has transpired for the amount identified as spent this FY for the well. Is the design/RFP for the drilling complete (or will be) and tender ready?

Ted

Ted Elborn, MAATO, PMP

Project Manager/Gestionnaire de projet

Canada Border Services Agency/Agence des services frontaliers du Canada

National Real Property and Accommodations Directorate/Comptrollership Branch

Direction des services nationaux de gestion des biens immobiliers et des locaux /La Direction générale du contrôle

Government of Canada / Gouvernement du Canada

[Ted.Elborn@cbsa-asfc.gc.ca](mailto:Ted.Elborn@cbsa-asfc.gc.ca) 343-291-5813

---

**From:** Sheldon Jacobs [<mailto:Sheldon.Jacobs@tpsgc-pwgsc.gc.ca>]

**Sent:** February 23, 2017 2:54 PM

**To:** Elborn, Edward (Ted) <[Ted.Elborn@cbsa-asfc.gc.ca](mailto:Ted.Elborn@cbsa-asfc.gc.ca)>

**Cc:** ABRAHAM, GILLES <[GILLES.ABRAHAM@cbsa-asfc.gc.ca](mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca)>; Kelsey Debets <[Kelsey.Debets@tpsgc-pwgsc.gc.ca](mailto:Kelsey.Debets@tpsgc-pwgsc.gc.ca)>; Mayer, John: PWGSC / TPSGC <[john.mayer@pwgsc-tpsgc.gc.ca](mailto:john.mayer@pwgsc-tpsgc.gc.ca)>

**Subject:** RE: GOC376862,376882,376918,377013: Water Treatment Monchy, Coronach, West Poplar, Willow Creek

Good afternoon Ted,

With regard to our discussion and email below and based on the most current Work Authorizations, (WA).

Please find attached above the amended SSA for the four SK Water Treatment Systems and the Wildhorse well.

These are the numbers provided by BGIS as recent as yesterday.

Once I have the forecast for FY 2017 18, I will forward for your review.

Should you require anything further, please do not hesitate to contact me.

Best Regards,

Sheldon Jacobs

Property and Facility Manager, Asset Performance

Public Services and Procurement Canada / Government of Canada

[sheldon.jacobs@pwgsc-tpsgc.gc.ca](mailto:sheldon.jacobs@pwgsc-tpsgc.gc.ca) / Tel: 306-975-6936 / Cel: 306-716-0351

Gestionnaire d'immeubles et d'installation, Rendement de l'actif

Services publics et Approvisionnement Canada / Gouvernement du Canada

[sheldon.jacobs@pwgsc-tpsgc.gc.ca](mailto:sheldon.jacobs@pwgsc-tpsgc.gc.ca) / Tel: 306-975-6936 / Cel: 306-716-0351

---

**From:** Elborn, Edward (Ted) [<mailto:Ted.Elborn@cbsa-asfc.gc.ca>]

**Sent:** February-22-17 10:34 AM

**To:** Sheldon Jacobs <[Sheldon.Jacobs@tpsgc-pwgsc.gc.ca](mailto:Sheldon.Jacobs@tpsgc-pwgsc.gc.ca)>

**Cc:** ABRAHAM, GILLES <[GILLES.ABRAHAM@cbsa-asfc.gc.ca](mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca)>

**Subject:** RE: GOC376862,376882,376918,377013: Water Treatment Monchy, Coronach, West Poplar, Willow Creek

Thanks Sheldon,

As per our discussion please proceed with the design.

Also please update your forecasts for this FY against the SSA in place for both the Water Treatment and Well projects. Along with this we need an assessment of the expected costs going forward for each for next FY. This should include as follows:

- The balance of consultant costs for next FY;
- The estimate of construction costs;
- The BGIS costs; and
- PSPC costs.

Please have the forecasts for these two projects separated.

With or without the costs for next FY I need the amended SSA for this FY with the forecasted spending to March 31<sup>st</sup> 2017 as soon as possible.

Ted

Ted Elborn, MAATO, PMP

Project Manager/Gestionnaire de projet

Canada Border Services Agency/Agence des services frontaliers du Canada

National Real Property and Accommodations Directorate/Comptrollership Branch

Direction des services nationaux de gestion des biens immobiliers et des locaux /La Direction générale du contrôle

Government of Canada / Gouvernement du Canada

[Ted.Elborn@cbsa-asfc.gc.ca](mailto:Ted.Elborn@cbsa-asfc.gc.ca) 343-291-5813

---

**From:** Sheldon Jacobs [<mailto:Sheldon.Jacobs@tpsgc-pwgsc.gc.ca>]

**Sent:** February 22, 2017 10:27 AM

**To:** Elborn, Edward (Ted) <[Ted.Elborn@cbsa-asfc.gc.ca](mailto:Ted.Elborn@cbsa-asfc.gc.ca)>

**Subject:** FW: GOC376862,376882,376918,377013: Water Treatment Monchy, Coronach, West Poplar, Willow Creek

Good morning,

I received the following email and attachment last evening.

Kindly review and approve or if you wish we can discuss later.

Sheldon Jacobs

Property and Facility Manager, Asset Performance

Public Services and Procurement Canada / Government of Canada

[sheldon.jacobs@pwgsc-tpsgc.gc.ca](mailto:sheldon.jacobs@pwgsc-tpsgc.gc.ca) / Tel: 306-975-6936 / Cel: 306-716-0351

Gestionnaire d'immeubles et d'installation, Rendement de l'actif

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[sheldon.jacobs@pwgsc-tpsgc.gc.ca](mailto:sheldon.jacobs@pwgsc-tpsgc.gc.ca) / Tel: 306-975-6936 / Cel: 306-716-0351

---

**From:** Michael Whitton [<mailto:Michael.Whitton@brookfieldgis.com>]  
**Sent:** February-21-17 4:42 PM  
**To:** Sheldon Jacobs <[Sheldon.Jacobs@tpsgc-pwgsc.gc.ca](mailto:Sheldon.Jacobs@tpsgc-pwgsc.gc.ca)>  
**Cc:** Sherri MacKenzie <[Sherri.MacKenzie@brookfieldgis.com](mailto:Sherri.MacKenzie@brookfieldgis.com)>  
**Subject:** FW: GOC376862,376882,376918,377013: Water Treatment Monchy, Coronach, West Poplar, Willow Creek

Based on a completed WA this would mean that we will get to an IAR for a cost of \$6540.85 for each port.  
Please confirm if the client would like us to move forwards.  
Regards,

**Michael Whitton, PENG, MBA**  
**Director, Project Delivery | Directeur de réalisation de projets**  
Design & Project Delivery Services | Services de conception et de réalisation de projet

**Brookfield Global Integrated Solutions**  
433 Main St. Suite 910, Winnipeg MB R3B1B3  
T:204 290-5376  
[Michael.Whitton@brookfieldgis.com](mailto:Michael.Whitton@brookfieldgis.com)  
[www.brookfieldgis.com](http://www.brookfieldgis.com)



---

**From:** Eric Krieg  
**Sent:** Thursday, February 16, 2017 8:40 AM  
**To:** Michael Whitton <[Michael.Whitton@brookfieldgis.com](mailto:Michael.Whitton@brookfieldgis.com)>  
**Subject:** FW: GOC376862,376882,376918,377013: Water Treatment Monchy, Coronach, West Poplar, Willow Creek

The consultant has provided me with anticipated completion as of March 31 of the schematic design with corresponding dollar value of \$14,606.00. see below.

**Eric Krieg**  
Senior Project Manager | Gestionnaire de projet  
**Design & Project Delivery Services | Services de conception et de réalisation de projet**

Brookfield Global Integrated Solutions  
Saskatchewan  
t. : 306.241.2758  
[eric.krieg@brookfieldgis.com](mailto:eric.krieg@brookfieldgis.com) | [www.brookfieldgis.com](http://www.brookfieldgis.com)  
[www.brookfieldgis.com](http://www.brookfieldgis.com)



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---

**From:** Jayson Fraser [mailto:jfraser@mpe.ca]  
**Sent:** Thursday, February 16, 2017 8:30 AM  
**To:** Eric Krieg  
**Cc:** Jason Stusick; Mikayla Englot  
**Subject:** RE: GOC376862,376882,376918,377013: Water Treatment Monchy, Coronach, West Poplar, Willow Creek

Good morning Eric,

Please see the attached Fee Schedule. We are anticipating that by March 31, 2017 we will have completed the Schematic Design Phase, which corresponds to \$14,606.

Please let me know if you have any questions or concerns.

Regards,

---

**From:** Eric Krieg [mailto:Eric.Krieg@brookfieldgis.com]  
**Sent:** Tuesday, February 14, 2017 1:57 PM  
**To:** Jayson Fraser  
**Subject:** GOC376862,376882,376918,377013: Water Treatment Monchy, Coronach, West Poplar, Willow Creek

Jason, could you give me a call on these projects. The client has confirmed that we are to proceed with this work. I need to talk with you to get a schedule together along with other items.

**Eric Krieg**

Senior Project Manager | Gestionnaire de projet

**Design & Project Delivery Services | Services de conception et de réalisation de projet**

Brookfield Global Integrated Solutions

Saskatchewan

t. : 306.241.2758

[eric.krieg@brookfieldgis.com](mailto:eric.krieg@brookfieldgis.com) | [www.brookfieldgis.com](http://www.brookfieldgis.com)  
[www.brookfieldgis.com](http://www.brookfieldgis.com)



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Veuillez songer à l'environnement avant d'imprimer le présent courriel – Aidez-nous à protéger notre planète.

## Crupi, Kayla

---

**From:** Simonson, Lyle  
**Sent:** November 9, 2016 12:08 PM  
**To:** Forrester, Irena  
**Subject:** RE: high sodium signage

Ok will search. If I can't find I'll get translation from HQ signage people.

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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---

**From:** Forrester, Irena  
**Sent:** November 9, 2016 11:03 AM  
**To:** Simonson, Lyle  
**Subject:** RE: high sodium signage

Yeah I am pretty sure there are signs too as I remember having to deal with it. Specially in Wildhorse and Aden.

But I cannot find anything in emails or my h drive. Might be in the share drive (sorry to say that).

---

**From:** Simonson, Lyle  
**Sent:** November 9, 2016 9:28 AM  
**To:** Forrester, Irena  
**Subject:** high sodium signage

I'm pretty sure I have seen signs in Alberta that advise of high sodium in the water. Any chance you have a copy of them? I need the French translation

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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**Crupi, Kayla**

---

**From:** Offerman, Miranda  
**Sent:** August 10, 2015 02:05 PM  
**To:** Michael, Connie  
**Cc:** Simonson, Lyle  
**Subject:** RE: information on the housing trailer

Hi Connie

As per my email to you on Friday afternoon – PWGSC has advised that the “integrity certification completed. All we require is price support.”. I’m touching base with the PWGSC Buyer today to get another update.

*Miranda*

Miranda Offerman  
A/Procurement Officer, Corporate and Program Services Division, Prairie Region  
**Canada Border Services Agency (CBSA) | Government of Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | Tel: [\(204\) 983-4431](tel:(204)983-4431) | TTY: [866-335-3237](tel:866-335-3237)

Agent d’approvisionnement intérimaire, Division des services intégrés et des programmes, Région des prairies  
**Agence des services frontaliers du Canada (ASFC) | Gouvernement du Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | Tél: [\(204\) 983-4431](tel:(204)983-4431) | ATS: [866-335-3237](tel:866-335-3237)

---

**From:** Michael, Connie  
**Sent:** August 10, 2015 11:11 AM  
**To:** Offerman, Miranda  
**Cc:** Simonson, Lyle  
**Subject:** information on the housing trailer

Hi Miranda – Please provide Lyle and I an update on this file asap.

Thanks,

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
[Connie.Michael@cbsa-asfc.gc.ca](mailto:Connie.Michael@cbsa-asfc.gc.ca) / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

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## Crupi, Kayla

---

**From:** Sheldon Jacobs <Sheldon.Jacobs@pwgsc-tpsgc.gc.ca>  
**Sent:** January 23, 2015 12:35 PM  
**To:** Michael, Connie; Simonson, Lyle  
**Subject:** RE: New Well for POE Wildhorse

Good morning;  
I will proceed and have a Project Manager assigned.  
I will need to complete an SSA with some seed money to get started.  
Once I have an idea that they will spend this year I will forward an SSA for signature.

Lyle;  
On a side note, Can you check to see what info there is on the Del Bonita well.  
This one is not on CBSA property and had some kind of agreement with the landlord owner.  
When this well was dug, Irena dealt with it.  
I am just wondering if we will need to engage PWGSC Real Estate Services to have a right of way agreement set up.

**Sheldon Jacobs**  
**Property & Facility Manager, Saskatchewan**

T: (306)975-6936 F: (306)975-5397 C:(306)716-0351

Public Works and Government Services Canada  
Government of Canada Building  
Suite 110, 101 - 22nd Street East  
Saskatoon, Saskatchewan S7K 0E1

---

**From:** Michael, Connie [mailto:Connie.Michael@cbsa-asfc.gc.ca]  
**Sent:** January-23-15 9:05 AM  
**To:** Simonson, Lyle; Sheldon Jacobs  
**Subject:** RE: New Well for POE Wildhorse

Hi Lyle – Have Sheldon deal with this project. We need it done and done as soon as possible. HQ has approved this. Do not wait.

Connie Michael,

Manager of Infrastructure / Operations Branch  
Canada Border Services Agency / Government of Canada  
[Connie.Michael@cbsa-asfc.gc.ca](mailto:Connie.Michael@cbsa-asfc.gc.ca) / Tel: 204-983-4622 / TTY: 866-335-3237

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[Connie.Michael@cbsa-asfc.gc.ca](mailto:Connie.Michael@cbsa-asfc.gc.ca) / Tel: 204-983-4622 / TTY: 866-335-3237

---

**From:** Simonson, Lyle  
**Sent:** January 23, 2015 7:33 AM  
**To:** Jacobs, Sheldon: PWGSC / TPSGC  
**Cc:** Michael, Connie  
**Subject:** RE: New Well for POE Wildhorse

I have talked to our plumber there as well as a driller from the area. The plumber indicated the black crud that is coming out of the well indicates it's failing. The driller agreed. Not sure if getting another assessment is required. The failing well is why we are having so many difficulties with the water system right now. The other concern we have is that site is contaminated by sewer water all over the place. We would like to drill it off CBSA property well away from old and existing septic fields. The only other example I have of a well off our property is at the port of Carievale. I went looking for information on what was done there and all I found was that PWGSC managed that project.

Connie would you like PWGSC to take this on or do we leave it for BJCC?

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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---

**From:** Sheldon Jacobs [<mailto:Sheldon.Jacobs@pwgsc-tpsgc.gc.ca>]  
**Sent:** January 22, 2015 4:33 PM  
**To:** Simonson, Lyle  
**Cc:** Michael, Connie  
**Subject:** RE: New Well for POE Wildhorse

Hi Lyle;

Have you had someone assess the well to determine that a new one is needed?

Charlie has done some digging around, no pun intended, and found a guy in Bow Island that could assess the well.

Would you like us to have him visit the site and provide his opinion?

If not and if you require this to be completed by March 31, 2015 PWGSC is unable to assist at this time.

However, if you want the project run over a couple years we should be able to get started and then complete next fiscal.

The other alternative is to wait and let the RP1 service provider, BJCC take it on after April 1, 2015.

Please advise.

**Sheldon Jacobs**  
**Property & Facility Manager, Saskatchewan**

T: (306)975-6936 F: (306)975-5397 C:(306)716-0351

Public Works and Government Services Canada  
Government of Canada Building  
Suite 110, 101 - 22nd Street East  
Saskatoon, Saskatchewan S7K 0E1

---

**From:** Simonson, Lyle [<mailto:Lyle.Simonson@cbsa-asfc.gc.ca>]  
**Sent:** January-19-15 8:45 AM  
**To:** Sheldon Jacobs  
**Cc:** Michael, Connie  
**Subject:** New Well for POE Wildhorse

Sheldon,

We need a new well at the port of Wildhorse. Connie asked if I could approach you to find out if you have a project person that could look after this for us.

Thanks,

Lyle Simonson

Facility Officer / Operations Branch

Canada Border Services Agency

[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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## Crupi, Kayla

---

**From:** Sheldon Jacobs <Sheldon.Jacobs@pwgsc-tpsgc.gc.ca>  
**Sent:** January 23, 2015 03:52 PM  
**To:** Simonson, Lyle  
**Cc:** Michael, Connie  
**Subject:** RE: New Well for POE Wildhorse

Hi Lyle;  
I have requested a Project Manager through the AFMS Asset Manager.  
In the meantime could you please provide me with a scope of work.  
I have been informed that a PWGSC project manager delivered a project for the new well at Aden.  
Perhaps there is a scope of work used for that project that may assist with Wildhorse.

**Sheldon Jacobs**  
Property & Facility Manager, Saskatchewan

T: (306)975-6936 F: (306)975-5397 C:(306)716-0351

Public Works and Government Services Canada  
Government of Canada Building  
Suite 110, 101 - 22nd Street East  
Saskatoon, Saskatchewan S7K 0E1

---

**From:** Michael, Connie [mailto:Connie.Michael@cbsa-asfc.gc.ca]  
**Sent:** January-23-15 9:05 AM  
**To:** Simonson, Lyle; Sheldon Jacobs  
**Subject:** RE: New Well for POE Wildhorse

Hi Lyle – Have Sheldon deal with this project. We need it done and done as soon as possible. HQ has approved this. Do not wait.

Connie Michael,

Manager of Infrastructure / Operations Branch  
Canada Border Services Agency / Government of Canada  
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---

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**Sent:** January 23, 2015 7:33 AM  
**To:** Jacobs, Sheldon: PWGSC / TPSGC  
**Cc:** Michael, Connie  
**Subject:** RE: New Well for POE Wildhorse

I have talked to our plumber there as well as a driller from the area. The plumber indicated the black crud that is coming out of the well indicates it's failing. The driller agreed. Not sure if getting another assessment is required. The failing well is why we are having so many difficulties with the water system right now. The other concern we have is that site is contaminated by sewer water all over the place. We would like to drill it off CBSA property well away from old and existing septic fields. The only other example I have of a well off our property is at the port of Carievale. I went looking for information on what was done there and all I found was that PWGSC managed that project.

Connie would you like PWGSC to take this on or do we leave it for BJCC?

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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---

**From:** Sheldon Jacobs [<mailto:Sheldon.Jacobs@pwgsc-tpsgc.gc.ca>]  
**Sent:** January 22, 2015 4:33 PM  
**To:** Simonson, Lyle

**Cc:** Michael, Connie

**Subject:** RE: New Well for POE Wildhorse

Hi Lyle;

Have you had someone assess the well to determine that a new one is needed?

Charlie has done some digging around, no pun intended, and found a guy in Bow Island that could assess the well.

Would you like us to have him visit the site and provide his opinion?

If not and if you require this to be completed by March 31, 2015 PWGSC is unable to assist at this time.

However, if you want the project run over a couple years we should be able to get started and then complete next fiscal.

The other alternative is to wait and let the RP1 service provider, BJCC take it on after April 1, 2015.

Please advise.

**Sheldon Jacobs**

**Property & Facility Manager, Saskatchewan**

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Government of Canada Building  
Suite 110, 101 - 22nd Street East  
Saskatoon, Saskatchewan S7K 0E1

---

**From:** Simonson, Lyle [<mailto:Lyle.Simonson@cbsa-asfc.gc.ca>]

**Sent:** January-19-15 8:45 AM

**To:** Sheldon Jacobs

**Cc:** Michael, Connie

**Subject:** New Well for POE Wildhorse

Sheldon,

We need a new well at the port of Wildhorse. Connie asked if I could approach you to find out if you have a project person that could look after this for us.

Thanks,



Lyle Simonson

Facility Officer / Operations Branch

Canada Border Services Agency

[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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**Crupi, Kayla**

---

**From:** Peterson, Ryan <[@snclavalin.com](mailto:@snclavalin.com)>  
**Sent:** November 3, 2016 03:32 PM  
**To:** Simonson, Lyle  
**Cc:** ABRAHAM, GILLES  
**Subject:** RE: October 2016 CBSA Wild Horse Potable Water Sampling

Hi Lyle,

The WILDHORSE-OFF-POE location should represent untreated water from the source. As such, appears to be a source issue. I will clarify the sampling location with the consultant and get any additional background from HQ. Will report back asap.

ryan

Ryan Peterson, *M.Sc.*  
Project Manager  
Environment & Geoscience  
Infrastructure

Tel.:

SNC-Lavalin

---

---

**From:** Simonson, Lyle [<mailto:Lyle.Simonson@cbsa-asfc.gc.ca>]  
**Sent:** November 3, 2016 1:17 PM  
**To:** Peterson, Ryan  
**Cc:** ABRAHAM, GILLES  
**Subject:** RE: October 2016 CBSA Wild Horse Potable Water Sampling

A question has been asked about the sodium. They are wondering if high sodium is because the softener is set wrong or is it high from the source? I looked at the tests but can't determine where samples were taken from.

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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---

**From:** ABRAHAM, GILLES  
**Sent:** November 3, 2016 12:05 PM  
**To:** Simonson, Lyle  
**Subject:** Fw: October 2016 CBSA Wild Horse Potable Water Sampling

Sent from my BlackBerry 10 smartphone on the Rogers network.

---

**From:** Peterson, Ryan <[@snclavalin.com](mailto:@snclavalin.com)>

**Sent:** Thursday, November 3, 2016 1:04 PM  
**To:** ABRAHAM, GILLES  
**Cc:** Peterson, Ryan; Gariano, Anthony: PWGSC / TPSGC; Kolkman, Kara; Morris, Martine  
**Subject:** October 2016 CBSA Wild Horse Potable Water Sampling

Greetings Gilles,

The October water quality results from Wild Horse Port of Entry have arrived. Results can be found in the table below and Lab Certificate attached.

Consistent with previous results, exceedances of sodium were found at every sample point. Sodium is an aesthetic objective (may affect the taste of the water), and is generally not a health concern. However, elevated levels may pose potential health issue for people on sodium-reduced diets. Signage indicating high sodium levels should be posted to notify those on a sodium-reduced diet (signage was not observed during the sampling).

All other parameters remain under Health Canada's GCDWQ.

Please let me know if you have any questions,  
 Ryan

Ryan Peterson, M.Sc.  
 Project Manager  
 Environment & Geoscience  
 Infrastructure

Tel.

SNC-Lavalin

**From:** Emma Kirsh [mailto:\_\_\_\_\_@slrconsulting.com]  
**Sent:** November 3, 2016 9:34 AM  
**To:** Peterson, Ryan  
**Cc:** Erin Stang; Michael Brownlee; anthony.gariano@tpsgc-pwgsc.gc.ca  
**Subject:** October 2016 CBSA Wild Horse Potable Water Sampling - Aesthetic Objective Exceedences

Hi Ryan,

Complete analytical results for the October 2016 monitoring round at Wild Horse border crossing came in on Thursday Nov 3<sup>rd</sup> (attached) and indicated that all samples exceeded their aesthetic objectives (AO) for sodium. The results were as follows with the exceedances (if present) highlighted in red:

Sample Location	WILDHORSE-OFF-POE	WILDHORSE-OFF-KTC	WILDHORSE-ATCO TRAILER-KTC	GO
E.Coli DST (mpn/100mL)	<1.0	<1.0	<1.0	No detect
Total Coliforms DST (mpn/100mL)	<1.0	<1.0	<1.0	No detect
Turbidity (NTU)	0.12	<0.10	0.27	<1
Total Hardness (CaCO3)	20.9	21.0	22.6	
Total Cadmium (ug/L)	<0.020	<0.020	<0.020	<5
Total Aluminum (mg/L)	0.0059	0.016	0.020	<0.
Total Antimony (mg/L)	<0.00060	<0.00060	<0.00060	<0.00
Total Arsenic (mg/L)	<0.00020	<0.00020	<0.00020	<0.01
Total Barium (mg/L)	<0.010	<0.010	<0.010	<1

## Crupi, Kayla

---

**From:** Elizabeth Davies <Elizabeth.Davies@brookfieldgis.com>  
**Sent:** May 10, 2017 06:40 PM  
**To:** Simonson, Lyle  
**Cc:** ABRAHAM, GILLES  
**Subject:** RE: Outstanding issues in Alberta

Hi Lyle,

Thank you for raising your concerns. I have arranged to have the grass cut at Del Bonita before end of day Friday. I am working with Caroline on the other items, we will do our best to address them.

Thank you for your patience!

**Elizabeth Davies**  
Property Manager – Western

T: 403.710.8025  
[elizabeth.davies@brookfieldgis.com](mailto:elizabeth.davies@brookfieldgis.com)



---

**From:** Elizabeth Davies  
**Sent:** Wednesday, May 10, 2017 1:55 PM  
**To:** 'Simonson, Lyle' <Lyle.Simonson@cbsa-asfc.gc.ca>  
**Cc:** ABRAHAM, GILLES <GILLES.ABRAHAM@cbsa-asfc.gc.ca>  
**Subject:** RE: Outstanding issues in Alberta

Hi Lyle,

Let me look into this, I will get back to you

**Elizabeth Davies**  
Property Manager – Western

T: 403.710.8025  
[elizabeth.davies@brookfieldgis.com](mailto:elizabeth.davies@brookfieldgis.com)



---

**From:** Simonson, Lyle [<mailto:Lyle.Simonson@cbsa-asfc.gc.ca>]  
**Sent:** Wednesday, May 10, 2017 1:42 PM  
**To:** Elizabeth Davies <Elizabeth.Davies@brookfieldgis.com>  
**Cc:** ABRAHAM, GILLES <GILLES.ABRAHAM@cbsa-asfc.gc.ca>  
**Subject:** Outstanding issues in Alberta  
**Importance:** High

Hi Elizabeth,

I am hoping you can look into and escalate a few outstanding issues with Alberta. I am getting pressure from our operational management team to have them addressed and I don't think Walter Espinoza is in the office. Caroline

Cramer in Saskatchewan has not yet responded to some of them nor am I not certain if she would be able to respond.

1. The grass at Del Bonita needs to be cut. Staff has advised there currently is no contract in place. When can we expect to have the grass cut?
2. Walter was looking into repairing a light post that was hit by snow clearing contractor back in January. I thought he had indicated in our March meeting that it would be repaired soon. To date it still hasn't been repaired.
3. I sent an email (attached) to Caroline inquiring about a lock for exterior door at Del Bonita.
4. The Wildhorse dorm trailer is leaking when it rains. BGIS roving tech had advised CBSA staff on site this trailer is not their responsibility so they would not be fixing it. In the RP1 meeting yesterday Caroline was going to look into it and get back to me before the end of the day. I have not heard back from her on this issue. Note I have checked with PSPC and they advised this trailer is in fact on the CBSA asset list for BGIS to look after so they see no reason why it wouldn't be repaired.

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency

[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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## Crupi, Kayla

---

**From:** Forrester, Irena  
**Sent:** May 17, 2012 05:06 PM  
**To:** Michael, Connie  
**Subject:** RE: Painting - Wildhorse Single story Cabin

Connie,

Thoughts on the staff paying for it themselves? Here are mine:

I would say my only concern would be is if they hurt themselves, if they damage anything when they paint...ie spill on the floor or if they purchase a paint and it is not the right kind or not washable.

What would our recourse be if we weren't happy with it....or do we just take a chance and the sup is liable for approving this?

---

**From:** Anderson, Darryl  
**Sent:** May 17, 2012 3:02 PM  
**To:** Forrester, Irena  
**Subject:** Re: Painting - Wildhorse Single story Cabin

Can they proceed on their own dime? They asked me that as well.

---

Sent from my BlackBerry handheld.  
Envoyé à partir de mon BlackBerry.

---

**From:** Forrester, Irena  
**Sent:** Thursday, May 17, 2012 04:59 PM  
**To:** Anderson, Darryl  
**Cc:** Michael, Connie  
**Subject:** Painting - Wildhorse Single story Cabin

Hi Darryl,

Thank you very much and to the staff that are interested in painting the single story house in Wildhorse.

Unfortunately at this time we cannot afford the expense of painting even though the staff are interested in doing the labour themselves. As you know money this year is going to be very tight and we will only be completing work that is necessary for maintenance and operations.

Irena!

**Crupi, Kayla**

---

**From:** Forrester, Irena  
**Sent:** May 22, 2012 09:59 AM  
**To:** Anderson, Darryl  
**Cc:** Michael, Connie  
**Subject:** RE: Painting - Wildhorse Single story Cabin

Hi Darryl,

The staff can proceed with the painting on their own as requested.

Thanks!

---

**From:** Anderson, Darryl  
**Sent:** May 17, 2012 3:02 PM  
**To:** Forrester, Irena  
**Subject:** Re: Painting - Wildhorse Single story Cabin

Can they proceed on their own dime? They asked me that as well.

---

Sent from my BlackBerry handheld.  
Envoyé à partir de mon BlackBerry.

---

**From:** Forrester, Irena  
**Sent:** Thursday, May 17, 2012 04:59 PM  
**To:** Anderson, Darryl  
**Cc:** Michael, Connie  
**Subject:** Painting - Wildhorse Single story Cabin

Hi Darryl,

Thank you very much and to the staff that are interested in painting the single story house in Wildhorse.

Unfortunately at this time we cannot afford the expense of painting even though the staff are interested in doing the labour themselves. As you know money this year is going to be very tight and we will only be completing work that is necessary for maintenance and operations.

Irena!

## Crupi, Kayla

---

**From:** Simonson, Lyle  
**Sent:** March 14, 2017 03:23 PM  
**To:** 'Walter Espinoza'  
**Subject:** RE: Pest Control Wild Horse

Our operations team is getting frustrated when they don't get a timely response so I think this is where some of the Wildhorse issues started. I know it's not necessarily any of our business but if there are changes in things such as pest control or cleaning contractors, etc it might be helpful to send me advance warning so I can give them a heads up. It is a small community and people from those communities cross the border into Montana all the time so things get discussed.

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237

---

**From:** Walter Espinoza [<mailto:Walter.Espinoza@brookfieldgis.com>]  
**Sent:** March 14, 2017 10:46 AM  
**To:** ABRAHAM, GILLES <[GILLES.ABRAHAM@cbsa-asfc.gc.ca](mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca)>  
**Cc:** Simonson, Lyle <[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)>  
**Subject:** RE: Pest Control Wild Horse

Hello Gilles,

I must apologies for our vendors speaking to CBSA but I can't control their long standing relationship. In any event, I have called the vendor and informed them of our terms and conditions when working with BGIS directly.

We are currently in a deficit so we are finding way to lower the cost in which some contracts may have been put on hold but that doesn't mean we are not managing your sites . Currently, we are obtaining quotes to provide the service at a lower cost as the monthly cost is killing us for a visit in which takes 20min or less. Please rest assure all repairs will be delay until April but all emergency WO#/NSCC calls will be actioned or go back to CBSA/PSPC to find funds to perform the work.

Thank you and any other questions give me a call.

Walter Espinoza  
Property Manager NWT-AB- RP1-PWGSC  
[Walter.Espinoza@Brookfieldgis.com](mailto:Walter.Espinoza@Brookfieldgis.com)  
Cell Phone 587.783.8665

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---

**From:** ABRAHAM, GILLES [<mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca>]  
**Sent:** Monday, March 13, 2017 9:24 AM  
**To:** Walter Espinoza <[Walter.Espinoza@brookfieldgis.com](mailto:Walter.Espinoza@brookfieldgis.com)>  
**Cc:** Simonson, Lyle <[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)>  
**Subject:** FW: Pest Control Wild Horse

Hi Walter – can you advise why pest control for Wildhorse was “suspended”?

Thanks,  
Gilles Abraham, C.I.M.; C.Mgr

A/Manager of Infrastructure, Corporate and Program Services Division, Prairie Region  
Canada Border Services Agency / Government of Canada  
[Gilles.Abraham@cbsa-asfc.gc.ca](mailto:Gilles.Abraham@cbsa-asfc.gc.ca) / Tel: 204-983-4403 / TTY: 866-335-3237

Gestionnaire intérimaire de l'infrastructure, Division des services intégrés et des programmes, Région des prairies  
Agence des services frontaliers du Canada / Gouvernement du Canada  
[Gilles.Abraham@cbsa-asfc.gc.ca](mailto:Gilles.Abraham@cbsa-asfc.gc.ca) / Tél: 204-983-4403 / ATS: 866-335-3237

---

**From:** Simonson, Lyle  
**Sent:** March 13, 2017 10:02 AM  
**To:** ABRAHAM, GILLES <[GILLES.ABRAHAM@cbsa-asfc.gc.ca](mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca)>  
**Subject:** RE: Pest Control Wild Horse

Darryl said staff called KP directly as he didn't make his monthly visit and he advised them BGIs told him his services were no longer required.

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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---

**From:** Anderson, Darryl  
**Sent:** March 13, 2017 8:19 AM  
**To:** Simonson, Lyle <[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)>; ABRAHAM, GILLES <[GILLES.ABRAHAM@cbsa-asfc.gc.ca](mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca)>  
**Cc:** Singer, Steve <[Steve.Singer@cbsa-asfc.gc.ca](mailto:Steve.Singer@cbsa-asfc.gc.ca)>  
**Subject:** Pest Control Wild Horse

Morning all,

I just got word yesterday the BGIS has suspended the routine visits of KP pest control and told him he was not required.

As I am sure you know we have a huge issue with rodents.

The staff are reporting new droppings in the POE and I have no desire to reopen all of the OSH/union issues again because BGIS thinks we don't need them.

I am at a loss as to why they did this but it seems to be the way our service from them is going.

If we don't get KP back on site we will quickly become overrun again.

Can we move this forward. Thx Darryl

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## Crupi, Kayla

---

**From:** Simonson, Lyle  
**Sent:** September 2, 2015 02:53 PM  
**To:** Michael, Connie  
**Subject:** RE: please proceed with the plan for the water at Wildhorse

It was raised with Walter Espinoza and Jacqueline Leung. Walter indicated he raised it with his bosses. I'm not looking for an alternate service provider. I will do the work myself.

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237

---

**From:** Michael, Connie  
**Sent:** September 2, 2015 12:50 PM  
**To:** Simonson, Lyle  
**Subject:** FW: please proceed with the plan for the water at Wildhorse

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
[Connie.Michael@cbsa-asfc.gc.ca](mailto:Connie.Michael@cbsa-asfc.gc.ca) / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

Gestionnaire de l'infrastructure, Direction générale des opérations  
Agence des services frontaliers du Canada / Gouvernement du Canada  
[Connie.Michael@cbsa-asfc.gc.ca](mailto:Connie.Michael@cbsa-asfc.gc.ca) / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

---

**From:** Marsden, Kelly  
**Sent:** September 2, 2015 1:39 PM  
**To:** Michael, Connie  
**Subject:** Re: please proceed with the plan for the water at Wildhorse

Can you please give me both BGIS names. I will definitely do the next step.

Sent from my BlackBerry 10 smartphone on the Rogers network.

---

**From:** Michael, Connie  
**Sent:** Wednesday, September 2, 2015 2:35 PM  
**To:** Marsden, Kelly  
**Subject:** RE: please proceed with the plan for the water at Wildhorse

We have raised it. Please take it to the next level. We have to do something as this is becoming a crisis.

Connie Michael

Manager of Infrastructure, Operations Branch

Canada Border Services Agency / Government of Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

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Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

---

**From:** Marsden, Kelly  
**Sent:** September 2, 2015 1:30 PM  
**To:** Michael, Connie  
**Subject:** Re: please proceed with the plan for the water at Wildhorse

Hi Connie:

Just at my PW meeting. If BGIS person is non-responsive we then must bring it up to the Regional BGIS contact. Have you done that??

If not I can on your behalf. If you have then we have to go to the PW TA asap. Also, please advise how you have proceeded so far.

That said we are not eligible to use a different service provider.

Thanks,  
K

Sent from my BlackBerry 10 smartphone on the Rogers network.

---

**From:** Michael, Connie  
**Sent:** Wednesday, September 2, 2015 9:42 AM  
**To:** Simonson, Lyle  
**Cc:** Marsden, Kelly  
**Subject:** please proceed with the plan for the water at Wildhorse

Hi Lyle I- Due to winter fast approaching, I am authorizing you to proceed with the installation of a well at Wildhorse.

Please keep Kelly and I informed of the project as it evolves.

Thanks,

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

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Agence des services frontaliers du Canada / Gouvernement du Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

## Crupi, Kayla

---

**From:** Offerman, Miranda  
**Sent:** August 31, 2015 08:54 AM  
**To:** Michael, Connie; Johnson, Bobbie  
**Subject:** RE: PO #2015001536

Good Morning

As of May 1, 2015 the D&D trailer rental for Wildhorse changed to a new PO 2016000201.

*Miranda*

Miranda Offerman  
A/Procurement Officer, Corporate and Program Services Division, Prairie Region  
**Canada Border Services Agency (CBSA) | Government of Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | Tel: (204) 983-4431 | TTY: 866-335-3237

Agent d'approvisionnement intérimaire, Division des services intégrés et des programmes, Région des prairies  
**Agence des services frontaliers du Canada (ASFC) | Gouvernement du Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | Tél: (204) 983-4431 | ATS: 866-335-3237

---

**From:** Michael, Connie  
**Sent:** August 28, 2015 12:59 PM  
**To:** Johnson, Bobbie  
**Cc:** Offerman, Miranda  
**Subject:** RE: PO #2015001536

Please open the PO. Thanks,

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
[Connie.Michael@cbsa-asfc.gc.ca](mailto:Connie.Michael@cbsa-asfc.gc.ca) / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

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[Connie.Michael@cbsa-asfc.gc.ca](mailto:Connie.Michael@cbsa-asfc.gc.ca) / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

---

**From:** Johnson, Bobbie  
**Sent:** August 28, 2015 11:56 AM  
**To:** Michael, Connie  
**Cc:** Offerman, Miranda  
**Subject:** PO #2015001536

Connie, apparently this PO is closed and I cannot make the June payment in which we are trying to expedite. Can you and Miranda please work this out and advise when I can pay?

Thanks

## Crupi, Kayla

---

**From:** Sheldon Jacobs <Sheldon.Jacobs@pwgsc-tpsgc.gc.ca>  
**Sent:** July 4, 2014 12:59 PM  
**To:** Manaigre, Sharon  
**Cc:** Michael, Connie  
**Subject:** RE: Port of Wildhorse - infestation SSA  
**Attachments:** SSA - R.072134.001.pdf

Good day;  
Signed SSA attached for your records.

**Sheldon Jacobs**  
Property & Facility Manager, Saskatoon

T: (306)975-6936 F: (306)975-5397 C:(306)716-0351  
Public Works & Government Services Canada  
Real Property Services  
910, 410-22nd Street East  
Saskatoon, SK S7K 5T6

---

**From:** Manaigre, Sharon [mailto:Sharon.Manaigre@cbsa-asfc.gc.ca]  
**Sent:** July-04-14 10:27 AM  
**To:** Sheldon Jacobs  
**Cc:** Michael, Connie  
**Subject:** Port of Wildhorse - infestation SSA

Good morning,

Please see attached signed copy for the above.

*Sharon Manaigre*  
*A/Jr Facilities Officer*  
*100-269 Main Street*  
*Winnipeg, MB R3C 1B3*  
*204-984-7560/Fax 204-984-7561*  
*Sharon.Manaigre@cbsa.gc.ca*

---

**From:** Michael, Connie  
**Sent:** July 4, 2014 10:58 AM  
**To:** Manaigre, Sharon  
**Subject:** FW: Port of Wildhorse - infestation SSA  
**Importance:** High

Please set up a funds commitment for the attached SSA –

G/L – 76228  
Fund – 2001  
Functional 82101  
Internal Order 502957

Vendor – PWGSC

**Connie Michael**, RPA, FMA, CMA 

Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada

Government of Canada | Gouvernement du Canada

100 - 269 Main Street | 269 rue Main, salle 100

Winnipeg MB R3C 1B3

Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-7561

Cell: (204) 292-3876

Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Sheldon Jacobs [<mailto:Sheldon.Jacobs@pwgsc-tpsgc.gc.ca>]

**Sent:** July 4, 2014 10:51 AM

**To:** Michael, Connie

**Subject:** Port of Wildhorse - infestation SSA

**Importance:** High

Good morning;

Please find attached above the SSA to deal with the situation at the Port of Wildhorse.

Please sign and return to me ASAP, as Sean is on leave as of noon.

Thank you

**Sheldon Jacobs**

**Property & Facility Manager, Saskatoon**

T: (306)975-6936 F: (306)975-5397 C:(306)716-0351

Public Works & Government Services Canada

Real Property Services

910, 410-22nd Street East

Saskatoon, SK S7K 5T6



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<b>1</b> Customer (Department, agency - Ministère, organisme) Canada Border Services Agency		<b>9</b> <input checked="" type="checkbox"/> Original <input type="checkbox"/> Amendment Date Date 2014-07-04	<b>10</b> Project no. - N° du projet R.072134.001 Level - Niveau 1
Customer contact - Représentant du client Lyle Simonson		Tel. no. - N° de tél. (306) 780-8372 [ ]	Project manager - Gestionnaire de projet Sheldon Jacobs Tel. no. - N° de tél. (306) 975-6936 [ ]
<b>2</b> Billing attention - Envoi de facture à l'attention de Connie Michaels		Tel. no. - N° de tél. (204) 983-4622 [ ]	Senior Project Manager - Gestionnaire principal de projet John Mayer Tel. no. - N° de tél. (306) 780-5032 [ ]
Billing address - Adresse de facturation 100-269 Main Street Winnipeg, Manitoba R3C 1B3		Address - Adresse 210-1800 11th Avenue Regina, SK S4P 0H8	
Billing Email - Courriel de facturation connie.michaels@cbsa-asfc.gc.ca		Customer service unit - Équipe services clients Kelli Hayhurst	
<b>3</b> Customer reference no. (for invoice) - N° de référence du client (pour la facturation) 502957		Reporting Area - Domaine rapport Southern Alberta	Region - Région Western
<b>4</b> IS / IT ORG / ORG RI / TI 3910	<b>5</b> IS / IT REF / REF RI / TI 227500	<b>12</b> Program of Work Programme des travaux <input type="checkbox"/> Yes - Oui <input type="checkbox"/> No - Non	<b>13</b> Fee options Options d'honoraires Mixed project
<b>6</b> Project title and location - Titre et lieu du projet Wildhorse Port of Entry Rodent infestation and Residence Rental		<b>14</b> Start date - Date de début 2014-07-04 Completion date - Parachèvement 2015-03-31	

**15** Services required - Services requis ☐ See attached page - Voir page ci-jointe Comments - Observations  
To provide temporary housing and to remediate rodent infestation as identified by CBSA.

7 AGREED FUNDING - FINANCEMENT CONVENU				
Year Année	PWGSC Labour PRP 420 PRP 420 Main d'oeuvre TPSGC	PWGSC Disbursements PRP 400 PRP 400 Dépenses TPSGC	PWGSC Fees PRP 410 PRP 410 Honoraires TPSGC	TOTAL
Previous years Années précédentes	/			
Current year Année courante	2014 / 2015	15,000.00	60,000.00	75,000.00
Current year + 1 Année courante + 1	/			
Current year + 2 Année courante + 2	/			
Future years Années futures	/			
<b>TOTAL</b>	<b>15,000.00</b>	<b>60,000.00</b>		<b>75,000.00</b>

ACCEPTANCE BY CUSTOMER - ACCEPTATION PAR LE CLIENT				SERVICE PROVIDER APPROVAL - APPROBATION DU FOURNISSEUR DE SERVICES	
<b>8</b> Name - Nom Connie Michaels		Tel. no. - N° de tél. (204) 983-4622 [ ]		<b>16</b> Name - Nom Sean Schneider	
Title - Titre Manager, Fixed Infrastructure		Fax. no. - N° de télécopieur (204) 984-7551		Tel. no. - N° de tél. (306) 780-3110 [ ]	
Signature <i>C. Michaels</i>		Date July 4/14		Title - Titre Regional Manager, AFMS	
				Fax. no. - N° de télécopieur (306) 780-7242	
				Signature <i>S. Schneider</i>	
				Date July 4/2014	
PWGSC INTERNAL USE ONLY - USAGE INTERNE DE TPSGC SEULEMENT					
<b>17</b> Project qualifier Qualificateur du projet	<b>18</b> Parent project no. N° de projet parent R.072134	<b>19</b> Cost centre Centre de coûts 960420	<b>20</b> Billing method Méthode de facturation B11	<b>21</b> Mark-up on Hourly Billable Rates Taux de majoration des Taux horaires 1.8	<b>22</b> Value Contract No. N° de contrat-valeur
<b>23</b> Customer no. N° de client 1085	<b>24</b> Program of Work - see SAP Programme des travaux - voir SAP 019		<b>25</b> GST ind. Ind. de TPS	<b>26</b> File no. N° du dossier	

PWGSC-TPSGC 5031 (2014/02)  
Printed - Imprimé le

☒ FINANCE - FINANCES  
☐ CUSTOMER - CLIENT

☒ RP BRANCH - DIRECTION DES BI  
☐ PROJECT FILE - DOSSIER DU PROJET



## Crupi, Kayla

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**From:** Michael, Connie  
**Sent:** June 1, 2015 12:25 PM  
**To:** Simonson, Lyle; PRA-CBSA-Region, Procurement  
**Subject:** RE: QUESTION - Supplier Question, Staff Housing Unit (47715-164019/A)

Hi Procurement – We are going with the recommendation of CSA A277.

Thanks,

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

Gestionnaire de l'infrastructure, Direction générale des opérations  
Agence des services frontaliers du Canada / Gouvernement du Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

---

**From:** Simonson, Lyle  
**Sent:** June 1, 2015 10:49 AM  
**To:** Michael, Connie; PRA-CBSA-Region, Procurement  
**Subject:** RE: QUESTION - Supplier Question, Staff Housing Unit (47715-164019/A)

I have no issue with it. Problem I have is I don't really understand the code stuff. Maybe Ken would have a better idea.

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations  
Agence des services frontaliers du Canada  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237

---

**From:** Michael, Connie  
**Sent:** June 1, 2015 7:54 AM  
**To:** PRA-CBSA-Region, Procurement; Simonson, Lyle  
**Subject:** RE: QUESTION - Supplier Question, Staff Housing Unit (47715-164019/A)

Hi Lyle – Hoping you agree with me on this one. Let's go with the better suited standard would be CSA A277.

Thanks,

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

Gestionnaire de l'infrastructure, Direction générale des opérations  
Agence des services frontaliers du Canada / Gouvernement du Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

**From:** Offerman, Miranda **On Behalf Of** PRA-CBSA-Region, Procurement  
**Sent:** June 1, 2015 8:49 AM  
**To:** Simonson, Lyle; Michael, Connie  
**Subject:** FW: QUESTION - Supplier Question, Staff Housing Unit (47715-164019/A)  
**Importance:** High

Good Morning Lyle and Connie

PWGSC received the following question from a supplier. Could you please review and let me know your thoughts?

The Mandatory Technical Specification Matrix under 1.1 says "The Housing Unit must meet CAN/CSA-Z241 National Building Code standards 2010 version with revisions." There are two inconsistencies in our opinion:

- 1) The standard referred to (CSA Z241) is for park model trailers used for seasonal living, usually with it's own running gear and A-frame. In section 5.2, however, the trailer should be skid mounted.
- 2) CSA Z241 is not mentioned in the National Building Code and has its own construction procedures. In some occasion the CSA Z241 standard may conflict with the National Building Code.

As such, it seems that the better suited standard would be CSA A277, which is the procedure for factory built housing. Is the client prepared to accept a building that meets CSA A277 and National National Building Code standards 2010 version with revisions?

Can you please review. If this affects the Mandatory Technical Specifications, we will need to amend Annex A. Following that, we will need to translate. There are very short timeframes, so we can post and not need to extend the Closing Date.

Thank you,

*Miranda*

Miranda Offerman  
A/Procurement Officer, Corporate and Program Services Division, Prairie Region  
**Canada Border Services Agency (CBSA) | Government of Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | Tel: (204) 983-4431 | TTY: 866-335-3237

Agent d'approvisionnement intérimaire, Division des services intégrés et des programmes, Région des prairies  
**Agence des services frontaliers du Canada (ASFC) | Gouvernement du Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | Tél: (204) 983-4431 | ATS: 866-335-3237

**Crupi, Kayla**

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**From:** Simonson, Lyle  
**Sent:** August 24, 2015 11:56 AM  
**To:** PRA-CBSA-Region, Procurement; Michael, Connie  
**Subject:** RE: QUESTION from Contractor re: Dorm Trailer

Metal siding on the underside of the building. Steel skids will also be attached to underside of the building.

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations  
Agence des services frontaliers du Canada  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237

---

**From:** Offerman, Miranda **On Behalf Of** PRA-CBSA-Region, Procurement  
**Sent:** August 24, 2015 9:54 AM  
**To:** Simonson, Lyle; Michael, Connie  
**Subject:** QUESTION from Contractor re: Dorm Trailer  
**Importance:** High

Good Morning

The PWGSC Buyer received the following question from Horizon North – please review and reply as soon as you can:

“We have one specific clarification on Exterior requirement 5.1 “Entire exterior to be steel wrapped including bottom”. Can you please clarify the “including bottom” portion? Does this imply metal siding skirting materials to be provided or metal siding on the underside of the building or steel skids attached to the bottom of the building?”

*Miranda*

Miranda Offerman  
A/Procurement Officer, Corporate and Program Services Division, Prairie Region  
**Canada Border Services Agency (CBSA) | Government of Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | Tel: (204) 983-4431 | TTY: 866-335-3237

Agent d'approvisionnement intérimaire, Division des services intégrés et des programmes, Région des prairies  
**Agence des services frontaliers du Canada (ASFC) | Gouvernement du Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | Tél: (204) 983-4431 | ATS: 866-335-3237

## Crupi, Kayla

---


**From:** Patten, Brent  
**Sent:** June 5, 2013 05:25 PM  
**To:** Michael, Connie  
**Cc:** Nyhus, Loretta; Cuzzetto, Richard  
**Subject:** RE: RDG's visit to Wildhorse

Thanks Connie – I have added my comments below as well in purple

---

**From:** Michael, Connie  
**Sent:** June 5, 2013 4:18 PM  
**To:** Patten, Brent  
**Cc:** Nyhus, Loretta; Cuzzetto, Richard  
**Subject:** RDG's visit to Wildhorse  
**Importance:** High

Hi Brent – Here is further information for Wildhorse from the RDG's visit to Southern Alberta and Saskatchewan which clarifies a few more points.

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
Government of Canada | Gouvernement du Canada  
100 - 269 Main Street | 269 rue Main, salle 100  
Winnipeg MB R3C 1B3  
Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-7561  
Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Forrester, Irena  
**Sent:** June 5, 2013 3:21 PM  
**To:** Michael, Connie  
**Subject:** FW: Meeting today at 2:00 with Brent  
**Importance:** High

Hi Connie,

I had Lyle forward this to me as I know you have been busy and I wanted to give you a response – a little late due to travel but better late than never.

I have cut the RDG's comments and pasted them below with my comments in red:

The following infrastructure issues are a concern:

- The water is non-potable, and there is no shower. We know the water is not potable and doubt it will ever be unless we do some major work on the wells/septic fields. There is a shower on the second floor. But it is now part of the arming room. – OK, let's state this in the report and do the best we can by bringing in water
- The door to the interview room does not have a window, which makes detained cases difficult to manage at a one-person port. We could put in a window. However that could create more security issues and issues to the client in having a window for strip searches. Also, if we are now say that it makes detained cases difficult to manage are we now creating a detention cell and as you know that is

another whole issue with fire inspector. I think Security has a fix that is standard. It may be a sliding window

- There is no fire escape on the second floor, preventing the multipurpose use of space. That is correct. In working on memory, the upstairs was no longer allowed to be used as a relief quarters nor a "working office" (something like Carway). I believe to put in a second means of egress was cost prohibitive.
- There is no arming room. It is on the second floor behind the metal door.
- There is no Nbox unit (missing children TV display interface). I am not sure what this Nbox is, but I thought I saw a monitor for missing children. More information would be needed to be able to address this issue. Rick is looking after this one
- BSO McRae would like an ion scanner. The RDG said she would look into getting one. I do not believe this is a facilities issue. correct
- Wild Horse is not doubled-up. The RDG and District Director flagged this as a priority and will address it as soon as possible. This could be an issue for us.....if we had to do any construction.

Let me know if you need anything else.

Irena!!

## Crupi, Kayla

---

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** June 19, 2013 02:13 PM  
**To:** Forrester, Irena  
**Subject:** RE: Rock Chips

I can check around but I have never heard of one.

Charlie Vegter  
Building Operator Maintainer  
Carway Border Facility  
Box 2755, Cardston AB, T0K0K0  
charlie.vegter@pwgsc-tpsgc.gc.ca

---

**From:** Forrester, Irena [mailto:Irena.Forrester@cbsa-asfc.gc.ca]  
**Sent:** Wednesday, June 19, 2013 10:27 AM  
**To:** Charlie Vegter  
**Subject:** FW: Rock Chips

Hi Charlie,

Can you have a look at this issue? Is there any "machine" out there that they could use when they are weed whacking that won't send up the rocks?

Thanks!!

---

**From:** Kambeitz, Jamie  
**Sent:** June 10, 2013 11:45 AM  
**To:** Forrester, Irena  
**Cc:** Anderson, Darryl; Schaffer, Rylan  
**Subject:** Rock Chips

Good Morning,

An issue regarding the landscaping: is weed-whipping the graveled area beside the port and shooting gravel everywhere. Rocks were hitting both me and the vehicle and TRAVELERS I was dealing with inside the primary bay. I apologized to the travelers who were driving a brand new 2012 truck, who said they were ok but then they did stop up the highway and get out to check out the damage so we may receive a complaint or damage claim. I tried to speak with him to get him to stop but he apparently couldn't hear me yelling at him and I was getting pelted with rocks so I couldn't approach him. There are numerous rock chips in the port windows. We have already discussed this danger with in the past as he caused damage to the siding on the garages as well as officers vehicles in past summers.

A second issue is that while he did do a great deal of mowing for some reason he has stopped about 10 feet from the gate on both side of the highway leaving a large patch of weeds that is now almost waist high. It looks terrible and this is where the snakes love to make their dens as there is a culvert running under the highway here. We received a complaint about it this morning.

I will not be addressing this with him but I hope someone will please and thank you!

Jamie Kambeitz 20642

## Crupi, Kayla

---

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** June 19, 2013 02:18 PM  
**To:** Forrester, Irena  
**Subject:** RE: Rock Chips

He should also have the common sense of not be weed trimming around vehicles people and windows.

Charlie Vegter  
Building Operator Maintainer  
Carway Border Facility  
Box 2755, Cardston AB, T0K0K0  
charlie.vegter@pwgsc-tpsgc.gc.ca

---

**From:** Forrester, Irena [mailto:Irena.Forrester@cbsa-asfc.gc.ca]  
**Sent:** Wednesday, June 19, 2013 10:27 AM  
**To:** Charlie Vegter  
**Subject:** FW: Rock Chips

Hi Charlie,

Can you have a look at this issue? Is there any "machine" out there that they could use when they are weed whacking that won't send up the rocks?

Thanks!!

---

**From:** Kambeitz, Jamie  
**Sent:** June 10, 2013 11:45 AM  
**To:** Forrester, Irena  
**Cc:** Anderson, Darryl; Schaffer, Rylan  
**Subject:** Rock Chips

Good Morning,

An issue regarding the landscaping: is weed-whipping the graveled area beside the port and shooting gravel everywhere. Rocks were hitting both me and the vehicle and TRAVELERS I was dealing with inside the primary bay. I apologized to the travelers who were driving a brand new 2012 truck, who said they were ok but then they did stop up the highway and get out to check out the damage so we may receive a complaint or damage claim. I tried to speak with him to get him to stop but he apparently couldn't hear me yelling at him and I was getting pelted with rocks so I couldn't approach him. There are numerous rock chips in the port windows. We have already discussed this danger with in the past as he caused damage to the siding on the garages as well as officers vehicles in past summers.

A second issue is that while he did do a great deal of mowing for some reason he has stopped about 10 feet from the gate on both side of the highway leaving a large patch of weeds that is now almost waist high. It looks terrible and this is where the snakes love to make their dens as there is a culvert running under the highway here. We received a complaint about it this morning.

I will not be addressing this with him but I hope someone will please and thank you!

Jamie Kambeitz 20642

## Crupi, Kayla

---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 06:01 PM  
**To:** CBSA-ASFC\_Border Operations Centre-Centre des Opérations Frontalières; ROC-COR Prairies, Regional Operations Centre-Centre d'operations regionales; Scoville, Kim; Bettencourt, Lucia; Patten, Brent; Cuzzetto, Richard; Wozny, Brad; PRA-CBSA-Region, Communications; Michael, Connie; Patel, Nina; Hewson, Kevin; Shoobert, Mike; Bremault, Yvonne; Laurencelle-Peace, Lisa; Woods, Dorothy; Lutz, Ashley; Skappak, Mike; Axten, Bill; Klatt, Andrew; Clark, Jim; PRA-CBSA-Region, SECMGR  
**Cc:** Schaffer, Rylan; Klein, Dennis; Peterson, Lane; Dyck, Ronald; Holzer, Karen; Smith, Esther; Singer, Steve; St.Onge, MarleneL; Hirsch, Chance; Noble, Maureen; Racz, Linda; Bakke, Doug; Musial, Filip; Kienlen, Scott; Semenuik, Cory; Gaudry, Duane; Wanner, Joann; Tisdale, Jana  
**Subject:** Re: Significant Event Notification Wildhorse 2014-07-03 1600 MTN

### UPDATE:

Pest Control company has been on site to work on removing snakes, Bats etc. At this time it appears that the snake issue has been resolved but we are still working on Bats in the one residence.

Full site inspections of both residences and the POE have been completed.

### Next Steps:

Temporary Accommodations will arrive at the POE tomorrow. Officers will be able to resume staying on site and not having to commute the long distance each day. These have been procured for 8 weeks with options to extend if needed.

Full remediation will take place on both residences. This includes, removing insulation, cleaning, disinfecting, cleaning duct work and then re insulating once it is determined work is complete. The one residence will be done first as we are satisfied it is sealed well from pests. The second residence will not begin until we are satisfied all pests are no longer getting inside.

Restoration company will be procured in the next few days to begin the one, single story house.

We will continue to work very close with pest control to resolve the two story house and the issue of bats. Remediation of this residence will not begin until this is done.

Kudos to the Staff at the POE, they have had some long days driving, and their patience has been appreciated.

Thanks Darryl

---

Sent from my BlackBerry handheld.  
Envoyé à partir de mon BlackBerry.

----- Original Message -----

**From:** Anderson, Darryl  
**Sent:** Thursday, July 03, 2014 04:48 PM  
**To:** CBSA-ASFC\_Border Operations Centre-Centre des Opérations Frontalières; ROC-COR Prairies, Regional Operations Centre-Centre d'operations regionales; Scoville, Kim; Bettencourt, Lucia; Patten, Brent; Cuzzetto, Richard; Wozny, Brad; PRA-CBSA-Region, Communications; Michael, Connie; Patel, Nina; Hewson, Kevin; Shoobert,



Mike; Bremault, Yvonne; Laurencelle-Peace, Lisa; Woods, Dorothy; Lutz, Ashley; Skappak, Mike; Axten, Bill; Klatt, Andrew; Clark, Jim; PRA-CBSA-Region, SECMGR

Cc: Anderson, Darryl; Schaffer, Rylan; Anderson, Darryl; Klein, Dennis; Peterson, Lane; Dyck, Ronald; Holzer, Karen; Smith, Esther; Singer, Steve; St.Onge, MarleneL; Hirsch, Chance; Noble, Maureen; Racz, Linda; Bakke, Doug; Musial, Filip; Kienlen, Scott; Semenuik, Cory; Gaudry, Duane; Wanner, Joann; Tisdale, Jana; Dyck, Ronald  
Subject: Significant Event Notification Wildhorse 2014-07-03 1600 MTN

-----  
Significant Event Notification  
-----

Sender: Darryl.Anderson  
Sender's Title: Superintendent  
Contact #: 403-308-4451/758-3613

Area Affected: Southern Alberta and Southern Saskatchewan  
Port/Office: Wildhorse

Date of event: 2014-07-03  
Time of event: 1600 MTN

Event Reported to BOC via Telephone?: No  
BOC Officer:

Incident Event Type:

-----  
Specify Other: Residence  
-----

Description: Wildhorse is a POE 155km south of Medicine Hat Alberta. 6 officers are on staff at this POE. Two Residences are on site that are used for relief quarters, and by officers to limit the days they have to commute the 300km from their residence. These houses are shared by all staff. Earlier today an officer noticed a garter snake in one of the bedrooms. It was unknown at this time where it entered the residence. Upon further inspection of the residence and basements we found the entry point for the snake and more snakes entering from a floor drain. Officers also notice several dead bats and evidence of a strong mouse presence. Monthly pest inspections are done at this site by a pest control company so it is not known exactly when this occurred. Bats have been an ongoing issue. It is believed that these pests have gotten into the walls of the residence, as an odor has recently been detected.

As of 1600, the officers have been advised that we are not going to utilize the residences until further notice. N95 masks are to be worn to get any possessions they need but they will not be living in them until further notice.

Next Steps: We were expecting the arrival of two new ODP officers on Monday. I have made arrangements for them to report to the Port of Del Bonita on their first few days to limit the number of staff on site.

Consultations with facilities and the Pest control company are ongoing and we will finalize a plan tomorrow for remediation and sanitation following the remediation process. A full site inspection will be required to determine the level of infestation.

An update will be provided when we have a more definitive plan on the best way to address this issue. The Port of Entry does not seem to be affected at this time and we have no operational impacts.

## Crupi, Kayla

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**From:** Simonson, Lyle  
**Sent:** October 3, 2016 10:57 AM  
**To:** ABRAHAM, GILLES  
**Subject:** RE: snakes in the basement

Yes. Not sure what more can be done here. Hopefully BGIS has a solution

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations  
Agence des services frontaliers du Canada  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237

---

**From:** ABRAHAM, GILLES  
**Sent:** October 3, 2016 8:42 AM  
**To:** Simonson, Lyle  
**Subject:** FW: snakes in the basement  
**Importance:** High

Assuming this is Wildhorse?

---

**From:** Singer, Steve  
**Sent:** October 1, 2016 3:57 PM  
**To:** ABRAHAM, GILLES; Simonson, Lyle  
**Subject:** Fw: snakes in the basement  
**Importance:** High

---

**From:** Anderson, Darryl <[Darryl.Anderson@cbsa-asfc.gc.ca](mailto:Darryl.Anderson@cbsa-asfc.gc.ca)>  
**Sent:** Saturday, October 1, 2016 14:55  
**To:** Singer, Steve  
**Subject:** Fw: snakes in the basement

Officers will stay out of the basement but fyi. It will have to be a priority. I will see where Brookfield is at.  
D

Sent from my BlackBerry 10 smartphone on the Rogers network.

---

**From:** Slattery, Kristy <[Kristy.Slattery@cbsa-asfc.gc.ca](mailto:Kristy.Slattery@cbsa-asfc.gc.ca)>  
**Sent:** Saturday, October 1, 2016 14:42  
**To:** Anderson, Darryl  
**Subject:** snakes in the basement

So yesterday we had a 3 foot bull snake when Kevin the pest guy was here in our bay, no big deal but see attached picture, TODAY! Jen was downstairs grabbing some cleaning supplies and there was a baby snake. A ticket has been called to Brookfield, they aren't doing anything with it until Monday I was told.

So you are aware, we figure there are probably more down there, but no one's going looking.

Kristy Slattery

Border Services Officer , Operations Branch  
Canada Border Services Agency / Government of Canada  
Kristy.slattery@cbsa-asfc.gc.ca / Tel: 403-868-2222 / TTY: 1-866-335-3237

Agente des services frontaliers, Direction générale des opérations  
Agence des services frontaliers du Canada / Gouvernement du Canada  
Kristy.slattery@cbsa-asfc.gc.ca / Tél : 403-868-2222 / ATS : 1-866-335-3237

## Crupi, Kayla

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** January 7, 2013 10:57 AM  
**To:** NSCC-CNAS  
**Cc:** Forrester, Irena; Sheldon Jacobs; Anderson, Darryl  
**Subject:** RE: SR 3674546 - [Normal - New - Pending] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 P.O. Box 2755 Cardston AB.  
 T0K 0K0  
 Phone: 403-653-1038  
 Fax: 403-653-4317  
 Cell: 403-634-9393  
 Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

**From:** NSCC [mailto:nscc-cnas@pwgsc-tpsgc.gc.ca]  
**Sent:** Monday, December 10, 2012 8:03 AM  
**To:** Charlie Vegter  
**Subject:** SR 3674546 - [Normal - New - Pending] (BC: 0)

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## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3674546</b>		<b>Priority:</b> Normal	
<b>Requester:</b> Ron Hval		Tel: <b>(403) 868-2222</b> Ext. English Email: <b>ron.hval@cbsa-asfc.gc.ca</b>	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
<b>Building:</b>	Port of Wildhorse() Wildhorse AB		
<b>Address (English)</b>	RR#1 Via Manyberries		
<b>Floor:</b>	<b>Area:</b>	<b>Other:</b>	<b>MAIN PORT</b>
<b>Problem:</b>	Overhead East door ( on the canopy) is sticking and not closing properly; everytime it gets cold, it's even worse. Please check and service		

<b>Class:</b>	2E - Power Doors	<b>Service Description:</b>	Overhead Door
<b>Client:</b>	Canada Border Services Agency		
<b>Service Request Events</b>			
<b>Current Status:</b>	Acknowledged	<b>Estimated Time of Completion:</b>	
<b>Status Log</b>			
<b>Modified Date</b>	<b>New Status</b>		
10 Dec 2012 10:03:15 AM	Acknowledged		
10 Dec 2012 10:03:14 AM	Dispatched		
9 Dec 2012 01:09:42 PM	Pending		
<b>Contact Attempts</b>			
<b>Contact Date</b>	<b>Service Provider</b>	<b>Action</b>	<b>Contact Method</b>
10 Dec 2012 10:03:14 AM	Charlie Vegter (SP)	Acknowledge	Phone

All Dates/Times are Eastern Standard.

Created 10 Dec 2012 03:03:12 PM GMT

Report ID:25004

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1-800-463-1850

Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: [http://nsc-  
clients.pwgsc.gc.ca](http://nsc-<br/>clients.pwgsc.gc.ca)  
 Canada

**Crupi, Kayla**

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** December 20, 2012 05:09 PM  
**To:** NSCC-CNAS  
**Cc:** Sheldon Jacobs; Forrester, Irena  
**Subject:** RE: SR 3682798 - [Normal - New - Pending] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 Box 2755, Cardston AB, T0K0K0  
 charlie.vegter@pwgsc-tpsgc.gc.ca

**From:** NSCC [mailto:nscc-cnas@pwgsc-tpsgc.gc.ca]  
**Sent:** Wednesday, December 19, 2012 9:36 AM  
**To:** Charlie Vegter  
**Subject:** SR 3682798 - [Normal - New - Pending] (BC: 0)

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## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3682798</b>		<b>Priority:</b> Normal	
<b>Requester:</b> Stewart Kambeitz		Tel: <b>(403) 868-2222</b> Ext. English Email:	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
Building:	Port of Wildhorse() Wildhorse AB		
Address (English)	RR#1 Via Manyberries		
Floor:	Area:	BATHROOM	Other: 1 STORY HOUSE
Problem:	The shower/tub drain is plugged. Please unplug it. Thanks.		
Class:	2F - Plumbing	Service Description:	Shower/Tub
Client:	Canada Border Services Agency		
<b>Service Request Events</b>			
Current Status:	Dispatched	Estimated Time of Completion:	
<b>Status Log</b>			
Modified Date	New Status		

19 Dec 2012 11:35:44 AM Dispatched

19 Dec 2012 11:35:41 AM Pending

### Contact Attempts

Contact Date	Service Provider	Action	Contact Method	Label
19 Dec 2012 11:35:44 AM	Charlie Vegter (SP)	Dispatch	Phone	

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Created 19 Dec 2012 04:35:45 PM GMT

Report ID:25004

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Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: [http://nsc-  
clients.pwgsc.gc.ca](http://nsc-<br/>clients.pwgsc.gc.ca)  
Canada

## Crupi, Kayla

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** January 7, 2013 10:56 AM  
**To:** NSCC-CNAS  
**Cc:** Forrester, Irena; Anderson, Darryl  
**Subject:** RE: SR 3686528 - [Urgent - New - Pending] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 P.O. Box 2755 Cardston AB.  
 T0K 0K0  
 Phone: 403-653-1038  
 Fax: 403-653-4317  
 Cell: 403-634-9393  
 Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

---

**From:** NSCC [mailto:[nscc-cnas@pwgsc-tpsgc.gc.ca](mailto:nscc-cnas@pwgsc-tpsgc.gc.ca)]  
**Sent:** Friday, December 28, 2012 1:12 PM  
**To:** Charlie Vegter  
**Subject:** SR 3686528 - [Urgent - New - Pending] (BC: 0)

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## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3686528</b>		<b>Priority:</b> Urgent	
<b>Requester:</b> Ron Hval		Tel: <b>(403) 868-2222</b> Ext. English Email: <b>ron.hval@cbsa-asfc.gc.ca</b>	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
<b>Building:</b>	Port of Wildhorse() Wildhorse AB		
<b>Address (English)</b>	RR#1 Via Manyberries		
<b>Floor:</b>	<b>Area:</b>	<b>Other:</b>	<b>MAIN PORT</b>
<b>Problem:</b>	The alarm of water purification system is going off. Please attend. Thanks.		
<b>Class:</b>	2F - Plumbing	<b>Service Description:</b>	Miscellaneous



Client: Canada Border Services Agency

### Service Request Events

Current Status: Dispatched

Estimated Time of  
Completion:

### Status Log

#### Modified Date

#### New Status

28 Dec 2012 03:11:42 PM

Dispatched

28 Dec 2012 03:11:40 PM

Pending

### Contact Attempts

Contact Date	Service Provider	Action	Contact Method	Label
28 Dec 2012 03:11:42 PM	Charlie Vegter (SP)	Dispatch	Phone	

All Dates/Times are Eastern Standard.

Created 28 Dec 2012 08:11:44 PM GMT

Report ID:25004

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Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: [http://nsc-  
clients.pwgsc.gc.ca](http://nsc-<br/>clients.pwgsc.gc.ca)  
Canada

**Crupi, Kayla**

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** March 4, 2013 03:59 PM  
**To:** NSCC-CNAS  
**Cc:** Forrester, Irena; Sheldon Jacobs  
**Subject:** RE: SR 3734677 - [Urgent - New - Pending] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 Box 2755, Cardston AB, T0K0K0  
 charlie.vegter@pwgsc-tpsgc.gc.ca

**From:** NSCC [mailto:nscc-cnas@pwgsc-tpsgc.gc.ca]  
**Sent:** Sunday, March 03, 2013 8:22 AM  
**To:** Charlie Vegter  
**Subject:** SR 3734677 - [Urgent - New - Pending] (BC: 0)

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## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3734677</b>		<b>Priority:</b> Urgent	
<b>Requester:</b> Ron Hval		Tel: <b>(403) 868-2222</b> Ext. English Email: <b>ron.hval@cbsa-asfc.gc.ca</b>	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
Building:	Port of Wildhorse() Wildhorse AB		
Address (English)	RR#1 Via Manyberries		
Floor:	Area:	Other:	MAIN PORT
Problem:	Client reports that there is no water. Please attend ASAP. Thanks		
Class:	2F - Plumbing	Service Description:	Water Pressure
Client:	Canada Border Services Agency		
<b>Service Request Events</b>			
Current Status:	Dispatched	Estimated Time of Completion:	
<b>Status Log</b>			
Modified Date	New Status		

3 Mar 2013 10:22:17 AM Dispatched

3 Mar 2013 10:22:13 AM Pending

### Contact Attempts

Contact Date	Service Provider	Action	Contact Method	Label
3 Mar 2013 10:22:17 AM	Charlie Vegter (SP)	Dispatch	Phone	

All Dates/Times are Eastern Standard.

Created 3 Mar 2013 03:22:16 PM GMT

Report ID:25004

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Email: NSCC-CNAS@pwgsc.gc.ca

Website: <http://nscc-clients.pwgsc.gc.ca>

Canada

## Crupi, Kayla

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** May 31, 2013 10:53 AM  
**To:** NSCC-CNAS  
**Cc:** Forrester, Irena; Sheldon Jacobs  
**Subject:** RE: SR 3752192 - [Normal - New - Pending] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 P.O. Box 2755 Cardston AB.  
 T0K 0K0  
 Phone: 403-653-1038  
 Fax: 403-653-4317  
 Cell: 403-634-9393  
 Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

**From:** NSCC [mailto:nscc-cnas@pwgsc-tpsgc.gc.ca]  
**Sent:** Wednesday, March 27, 2013 12:53 PM  
**To:** Charlie Vegter  
**Subject:** SR 3752192 - [Normal - New - Pending] (BC: 0)

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<b>Service Request: 3752192</b>		<b>Priority:</b> Normal	
<b>Requester:</b> Ron Hval		Tel: <b>(403) 868-2222</b> Ext. English Email: <b>ron.hval@cbsa-asfc.gc.ca</b>	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
<b>Building:</b>	Port of Wildhorse() Wildhorse AB		
<b>Address (English)</b>	RR#1 Via Manyberries		
<b>Floor:</b>	<b>Area:</b>	<b>Other:</b>	<b>MAIN PORT</b>
<b>Problem:</b>	Please provide water softeners. Thanks.		
<b>Class:</b>	2F - Plumbing	<b>Service Description:</b>	Miscellaneous

Client: Canada Border Services Agency

## Service Request Events

Current Status: Dispatched

Estimated Time of  
Completion:

## Status Log

### Modified Date

### New Status

27 Mar 2013 02:52:52 PM

Dispatched

27 Mar 2013 02:52:52 PM

Pending

## Contact Attempts

Contact Date	Service Provider	Action	Contact Method	Label
27 Mar 2013 02:52:52 PM	Charlie Vegter (SP)	Dispatch	Phone	

All Dates/Times are Eastern Standard.

Created 27 Mar 2013 06:52:55 PM GMT

Report ID:25004

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Website: <http://nscc-clients.pwgsc.gc.ca>  
Canada

## Crupi, Kayla

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** May 31, 2013 10:52 AM  
**To:** NSCC-CNAS  
**Cc:** Forrester, Irena; Sheldon Jacobs  
**Subject:** RE: SR 3760081 - [Normal - New - Pending] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 P.O. Box 2755 Cardston AB.  
 T0K 0K0  
 Phone: 403-653-1038  
 Fax: 403-653-4317  
 Cell: 403-634-9393  
 Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

**From:** NSCC [mailto:nscc-cnas@pwgsc-tpsgc.gc.ca]  
**Sent:** Wednesday, April 10, 2013 4:39 PM  
**To:** Charlie Vegter  
**Subject:** SR 3760081 - [Normal - New - Pending] (BC: 0)

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<b>Service Request: 3760081</b>		<b>Priority:</b> Normal	
<b>Requester:</b> Ron Hval		Tel: <b>(403) 868-2222</b> Ext. English Email: <b>ron.hval@cbsa-asfc.gc.ca</b>	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
<b>Building:</b>	Port of Wildhorse() Wildhorse AB		
<b>Address (English)</b>	RR#1 Via Manyberries		
<b>Floor:</b>	MAIN PORT	<b>Area:</b>	OVERHEAD CANOPE DOOR
		<b>Other:</b>	EAST SIDE
<b>Problem:</b>	A wire is broken on the overhead door. This affects the sensor. The door keeps coming down when a person or object is under it. Please repair it ASAP. Thanks.		

<b>Class:</b>	2E - Power Doors	<b>Service Description:</b>	Overhead Door	
<b>Client:</b>	Canada Border Services Agency			
<b>Service Request Events</b>				
<b>Current Status:</b>	Dispatched	<b>Estimated Time of Completion:</b>		
<b>Status Log</b>				
<b>Modified Date</b>		<b>New Status</b>		
10 Apr 2013 06:39:09 PM		Dispatched		
10 Apr 2013 06:39:03 PM		Pending		
<b>Contact Attempts</b>				
<b>Contact Date</b>	<b>Service Provider</b>	<b>Action</b>	<b>Contact Method</b>	<b>Label</b>
10 Apr 2013 06:39:09 PM	Charlie Vegter (SP)	Dispatch	Email	Requester Default

All Dates/Times are Eastern Standard.

Created 10 Apr 2013 10:39:11 PM GMT

Report ID:25004

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Email: NSCC-CNAS@pwgsc.gc.ca

Website: [http://nsc-  
clients.pwgsc.gc.ca](http://nsc-<br/>clients.pwgsc.gc.ca)  
 Canada



## Crupi, Kayla

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** May 6, 2013 09:58 AM  
**To:** NSCC-CNAS  
**Cc:** Forrester, Irena; Sheldon Jacobs  
**Subject:** RE: SR 3776294 - [Urgent - New - Pending] (BC: 0)

Service request below has been completed.

Thank you.

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 P.O. Box 2755 Cardston AB.  
 T0K 0K0  
 Phone: 403-653-1038  
 Fax: 403-653-4317  
 Cell: 403-634-9393  
 Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

**From:** NSCC [mailto:nscc-cnas@pwgsc-tpsgc.gc.ca]  
**Sent:** Thursday, May 02, 2013 8:31 AM  
**To:** Charlie Vegter  
**Subject:** SR 3776294 - [Urgent - New - Pending] (BC: 0)

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## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3776294</b>		<b>Priority:</b> Urgent	
<b>Requester:</b> Jaimie Kambeitz		Tel: <b>(403) 868-2222</b> Ext. English Email:	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
Building:	Port of Wildhorse() Wildhorse AB		
Address (English)	RR#1 Via Manyberries		
Floor:	Area:	1 STORY HOUSE &	Other: MAIN PORT
Problem:	There is no water at all in the taps or the toilets. Please attend ASAP. Thanks.		
Class:	2F - Plumbing	Service Description:	Water Pressure



Client: Canada Border Services Agency

### Service Request Events

Current Status: Dispatched

Estimated Time of  
Completion:

### Status Log

#### Modified Date

2 May 2013 10:31:08 AM

2 May 2013 10:31:07 AM

#### New Status

Dispatched

Pending

### Contact Attempts

Contact Date	Service Provider	Action	Contact Method	Label
2 May 2013 10:31:08 AM	Charlie Vegter (SP)	Dispatch	Phone	

All Dates/Times are Eastern Standard.

Created 2 May 2013 02:31:16 PM GMT

Report ID:25004

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Website: [http://nsc-  
clients.pwgsc.gc.ca](http://nsc-<br/>clients.pwgsc.gc.ca)  
Canada

**Crupi, Kayla**

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** May 31, 2013 10:51 AM  
**To:** NSCC-CNAS  
**Cc:** Forrester, Irena; Sheldon Jacobs  
**Subject:** RE: SR 3785671 - [Normal - New - Pending] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 P.O. Box 2755 Cardston AB.  
 T0K 0K0  
 Phone: 403-653-1038  
 Fax: 403-653-4317  
 Cell: 403-634-9393  
 Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

**From:** NSCC [mailto:[nsc-cc-nas@pwgsc-tpsgc.gc.ca](mailto:nsc-cc-nas@pwgsc-tpsgc.gc.ca)]  
**Sent:** Tuesday, May 14, 2013 11:00 AM  
**To:** Charlie Vegter  
**Subject:** SR 3785671 - [Normal - New - Pending] (BC: 0)

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## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3785671</b>		<b>Priority:</b> Normal	
<b>Requester:</b> Jaimie Kambeitz		Tel: <b>(403) 868-2222</b> Ext. English Email:	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
Building:	Port of Wildhorse() Wildhorse AB		
Address (English)	RR#1 Via Manyberries		
Floor:	M	Area:	ROOF
		Other:	2 STOREY HOUSE
Problem:	Please repair the damaged roof. A big panel of shingles has peeled off. Thanks.		

<b>Class:</b>	2E - Architectural/Structural	<b>Service Description:</b>	Roof
<b>Client:</b>	Canada Border Services Agency		
<b>Service Request Events</b>			
<b>Current Status:</b>	Dispatched	<b>Estimated Time of Completion:</b>	
<b>Status Log</b>			
<b>Modified Date</b>	<b>New Status</b>		
14 May 2013 12:59:21 PM	Dispatched		
14 May 2013 12:59:10 PM	Pending		
<b>Contact Attempts</b>			
<b>Contact Date</b>	<b>Service Provider</b>	<b>Action</b>	<b>Contact Method</b>
14 May 2013 12:59:21 PM	Charlie Vegter (SP)	Dispatch	Phone

All Dates/Times are Eastern Standard.

Created 14 May 2013 04:59:32 PM GMT

Report ID:25004

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Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: [http://nsc-  
clients.pwgsc.gc.ca](http://nsc-<br/>clients.pwgsc.gc.ca)  
 Canada

## Crupi, Kayla

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** May 31, 2013 10:50 AM  
**To:** NSCC-CNAS  
**Cc:** Forrester, Irena; Sheldon Jacobs  
**Subject:** RE: SR 3792789 - [Urgent - New - Pending] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 P.O. Box 2755 Cardston AB.  
 T0K 0K0  
 Phone: 403-653-1038  
 Fax: 403-653-4317  
 Cell: 403-634-9393  
 Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

**From:** NSCC [mailto:nscc-cnas@pwgsc-tpsgc.gc.ca]  
**Sent:** Friday, May 24, 2013 1:49 PM  
**To:** Charlie Vegter  
**Subject:** SR 3792789 - [Urgent - New - Pending] (BC: 0)

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<b>Service Request: 3792789</b>		<b>Priority:</b> Urgent	
<b>Requester:</b> Jaimie Kambeitz		Tel: <b>(403) 868-2222</b> Ext. English Email:	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
Building:	Port of Wildhorse() Wildhorse AB		
Address (English)	RR#1 Via Manyberries		
Floor:	M	Area:	BESIDE STAND ALONE COMPU
		Other:	MAIN PORT

<b>Problem:</b>	AREA: STAND ALONE COMPUTER			
	Please restore the power in this area. Thanks.			
<b>Class:</b>	2D - Electrical	<b>Service Description:</b>	Power Outage	
<b>Client:</b>	Canada Border Services Agency			
<b>Service Request Events</b>				
<b>Current Status:</b>	Dispatched	<b>Estimated Time of Completion:</b>		
<b>Status Log</b>				
<b>Modified Date</b>		<b>New Status</b>		
24 May 2013 03:49:24 PM		Dispatched		
24 May 2013 03:48:57 PM		Pending		
<b>Contact Attempts</b>				
<b>Contact Date</b>	<b>Service Provider</b>	<b>Action</b>	<b>Contact Method</b>	<b>Label</b>
24 May 2013 03:49:24 PM	Charlie Vegter (SP)	Dispatch	Phone	

All Dates/Times are Eastern Standard.

Created 24 May 2013 07:49:26 PM GMT

Report ID:25004

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Fax: (877) 329-6722

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 Website: [http://nsc-  
clients.pwgsc.gc.ca](http://nsc-<br/>clients.pwgsc.gc.ca)  
 Canada

## Crupi, Kayla

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** May 31, 2013 10:51 AM  
**To:** NSCC-CNAS  
**Cc:** Forrester, Irena; Sheldon Jacobs  
**Subject:** RE: SR 3792792 - [Normal - New - Pending] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 P.O. Box 2755 Cardston AB.  
 T0K 0K0  
 Phone: 403-653-1038  
 Fax: 403-653-4317  
 Cell: 403-634-9393  
 Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

**From:** NSCC [mailto:nscc-cnas@pwgsc-tpsgc.gc.ca]  
**Sent:** Friday, May 24, 2013 1:45 PM  
**To:** Charlie Vegter  
**Subject:** SR 3792792 - [Normal - New - Pending] (BC: 0)

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RPMS - SGBI

## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3792792</b>		<b>Priority:</b> Normal	
<b>Requester:</b> Jaimie Kambeitz		Tel: <b>(403) 868-2222</b> Ext. English Email:	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
Building:	Port of Wildhorse() Wildhorse AB		
Address (English)	RR#1 Via Manyberries		
Floor:	BASEMENT	Area:	NW CORNER
		Other:	MAIN PORT
Problem:	Water is leaking through the ceiling or wall coming onto the floor.. Please attend ASAP. Thanks.		

<b>Class:</b>	2E - Architectural/Structural	<b>Service Description:</b>	Ceiling
<b>Client:</b>	Canada Border Services Agency		
<b>Service Request Events</b>			
<b>Current Status:</b>	Dispatched	<b>Estimated Time of Completion:</b>	
<b>Status Log</b>			
<b>Modified Date</b>		<b>New Status</b>	
24 May 2013 03:45:07 PM		Dispatched	
24 May 2013 03:45:00 PM		Pending	
<b>Contact Attempts</b>			
<b>Contact Date</b>	<b>Service Provider</b>	<b>Action</b>	<b>Contact Method</b>
24 May 2013 03:45:07 PM	Charlie Vegter (SP)	Dispatch	Phone

All Dates/Times are Eastern Standard.

Created 24 May 2013 07:45:10 PM GMT

Report ID:25004

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1-800-463-1850

Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: [http://nsc-  
clients.pwgsc.gc.ca](http://nsc-<br/>clients.pwgsc.gc.ca)  
 Canada



## Crupi, Kayla

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** June 7, 2013 10:48 AM  
**To:** NSCC-CNAS  
**Cc:** Forrester, Irena; Sheldon Jacobs  
**Subject:** RE: SR 3800802 - [Normal - New - Pending] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 P.O. Box 2755 Cardston AB.  
 T0K 0K0  
 Phone: 403-653-1038  
 Fax: 403-653-4317  
 Cell: 403-634-9393  
 Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

---

**From:** NSCC [mailto:nscc-cnass@pwgsc-tpsgc.gc.ca]  
**Sent:** Wednesday, June 05, 2013 8:05 AM  
**To:** Charlie Vegter  
**Subject:** SR 3800802 - [Normal - New - Pending] (BC: 0)

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## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3800802</b>		<b>Priority:</b> Normal	
<b>Requester:</b> Stewart Kambeitz		Tel: <b>(403) 868-2222</b> Ext. English Email:	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
Building:	Port of Wildhorse() Wildhorse AB		
Address (English)	RR#1 Via Manyberries		
Floor:	Area:	Other:	MAIN PORT
Problem:	The watersheet system keeps shutting off. Needs to be cleaned. Thanks.		



<b>Class:</b>	2H - Other Building Maintenance	<b>Service Description:</b>	Miscellaneous Repair/Service	
<b>Client:</b>	Canada Border Services Agency			
<b>Service Request Events</b>				
<b>Current Status:</b>	Dispatched	<b>Estimated Time of Completion:</b>		
<b>Status Log</b>				
<b>Modified Date</b>	<b>New Status</b>			
5 Jun 2013 10:03:31 AM	Dispatched			
5 Jun 2013 10:03:30 AM	Pending			
<b>Contact Attempts</b>				
<b>Contact Date</b>	<b>Service Provider</b>	<b>Action</b>	<b>Contact Method</b>	<b>Label</b>
5 Jun 2013 10:03:31 AM	Charlie Vegter (SP)	Dispatch	Phone	

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Created 5 Jun 2013 02:04:31 PM GMT

Report ID:25004

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1-800-463-1850

Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: [http://nsc-  
clients.pwgsc.gc.ca](http://nsc-<br/>clients.pwgsc.gc.ca)  
 Canada

## Crupi, Kayla

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** July 10, 2013 10:53 AM  
**To:** NSCC-CNAS  
**Cc:** Forrester, Irena; Jacobs, Sheldon: PWGSC / TPSGC  
**Subject:** RE: SR 3801191 - [Normal - New - Pending] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 P.O. Box 2755 Cardston AB.  
 T0K 0K0  
 Phone: 403-653-1038  
 Fax: 403-653-4317  
 Cell: 403-634-9393  
 Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

**From:** NSCC [mailto:nscc-cnass@pwgsc-tpsgc.gc.ca]  
**Sent:** Wednesday, June 05, 2013 12:02 PM  
**To:** Charlie Vegter  
**Subject:** SR 3801191 - [Normal - New - Pending] (BC: 0)

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## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3801191</b>		<b>Priority:</b> Normal	
<b>Requester:</b> Stewart Kambeitz		Tel: <b>(403) 868-2222</b> Ext. English Email:	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
Building:	Port of Wildhorse() Wildhorse AB		
Address (English)	RR#1 Via Manyberries		
Floor:	Area:	FENCE POST	Other: MAIN PORT
Problem:	One of the fence posts is broken. Please repair.		
Class:	4B - Roads and Grounds	Service Description:	Fence/Automatic Gate

Client: Canada Border Services Agency

## Service Request Events

Current Status: Dispatched

Estimated Time of  
Completion:

## Status Log

### Modified Date

### New Status

5 Jun 2013 02:01:59 PM

Dispatched

5 Jun 2013 02:01:56 PM

Pending

## Contact Attempts

Contact Date	Service Provider	Action	Contact Method	Label
5 Jun 2013 02:01:59 PM	Charlie Vegter (SP)	Dispatch	Phone	

All Dates/Times are Eastern Standard.

Created 5 Jun 2013 06:02:06 PM GMT

Report ID:25004

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Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: [http://nsc-  
clients.pwgsc.gc.ca](http://nsc-<br/>clients.pwgsc.gc.ca)  
Canada

## Crupi, Kayla

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** July 24, 2013 10:39 AM  
**To:** NSCC-CNAS  
**Cc:** Forrester, Irena; Jacobs, Sheldon: PWGSC / TPSGC  
**Subject:** RE: SR 3822047 - [Normal - New - Pending] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 P.O. Box 2755 Cardston AB.  
 T0K 0K0  
 Phone: 403-653-1038  
 Fax: 403-653-4317  
 Cell: 403-634-9393  
 Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

---

**From:** NSCC [mailto:nscc-cnas@pwgsc-tpsgc.gc.ca]  
**Sent:** Monday, July 08, 2013 8:09 AM  
**To:** Charlie Vegter  
**Subject:** SR 3822047 - [Normal - New - Pending] (BC: 0)

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## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3822047</b>		<b>Priority:</b> Normal	
<b>Requester:</b> Stewart Kambeitz		Tel: <b>(403) 868-2222</b> Ext. English Email:	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
Building:	Port of Wildhorse() Wildhorse AB		
Address (English)	RR#1 Via Manyberries		
Floor:	Area:	Other:	PUBLIC WORK LANN
Problem:	Client report that the lawn mower belt is broken. Please attend. Thanks		

<b>Class:</b>	4B - Roads and Grounds	<b>Service Description:</b>	Miscellaneous
<b>Client:</b>	Canada Border Services Agency		
<b>Service Request Events</b>			
<b>Current Status:</b>	Acknowledged	<b>Estimated Time of Completion:</b>	
<b>Status Log</b>			
<b>Modified Date</b>	<b>New Status</b>		
8 Jul 2013 10:09:02 AM	Acknowledged		
8 Jul 2013 10:09:01 AM	Dispatched		
7 Jul 2013 03:58:30 PM	Pending		
<b>Contact Attempts</b>			
<b>Contact Date</b>	<b>Service Provider</b>	<b>Action</b>	<b>Contact Method</b>
8 Jul 2013 10:09:01 AM	Charlie Vegter (SP)	Acknowledge	Phone

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Created 8 Jul 2013 02:09:07 PM GMT

Report ID:25004

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Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: [http://nsc-  
clients.pwgsc.gc.ca](http://nsc-<br/>clients.pwgsc.gc.ca)  
 Canada

## Crupi, Kayla

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** November 25, 2013 05:39 PM  
**To:** NSCC-CNAS  
**Cc:** Jacobs, Sheldon: PWGSC / TPSGC; Forrester, Irena; Smith, Ryan: PWGSC / TPSGC  
**Subject:** RE: SR 3866261 - [Urgent - New - Pending] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 Box 2755, Cardston AB, T0K0K0  
 Phone: 403-653-1038  
 Fax: 403-653-4317  
 Cell: 403-634-9393  
[charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

**From:** NSCC [mailto:nscc-cnas@pwgsc-tpsgc.gc.ca]  
**Sent:** Monday, September 16, 2013 8:52 AM  
**To:** Charlie Vegter  
**Subject:** SR 3866261 - [Urgent - New - Pending] (BC: 0)

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## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3866261</b>	<b>Priority:</b> Urgent
<b>Requester:</b> Ryan Meyer	<b>Tel:</b> (403) 868-2222 Ext. English <b>Email:</b>
<b>Service Provider:</b> Charlie Vegter (SP)	<b>Fax Sent:</b> N/A
<b>Service Requested</b>	
<b>Building:</b>	Port of Wildhorse() Wildhorse AB

Address (English)	RR#1 Via Manyberries			
Floor:	B	Area:		Other: MAIN PORT
Problem:	Client advised that they need a sewage cleanup, there is a small leak coming from a pipe and there is a sewage spot on the ground, there is also a bad smell in the office as well. Please attend. Thanks			
Class:	2F - Plumbing	Service Description:	Drain/Pipe	
Client:	Canada Border Services Agency			
<b>Service Request Events</b>				
Current Status:	Dispatched	Estimated Time of Completion:		
<b>Status Log</b>				
<b>Modified Date</b>	<b>New Status</b>			
16 Sep 2013 10:49:44 AM	Dispatched			
16 Sep 2013 10:49:42 AM	Pending			
<b>Contact Attempts</b>				
<b>Contact Date</b>	<b>Service Provider</b>	<b>Action</b>	<b>Contact Method</b>	<b>Label</b>
16 Sep 2013 10:49:44 AM	Charlie Vegter (SP)	Dispatch	Phone	

All Dates/Times are Eastern Standard.

Created 16 Sep 2013 02:51:32 PM GMT

Report ID:25004

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1-800-463-1850

Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: <http://nscc-clients.pwgsc.gc.ca>

Canada



## Crupi, Kayla

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** September 30, 2013 10:59 AM  
**To:** NSCC-CNAS  
**Cc:** Forrester, Irena; Jacobs, Sheldon: PWGSC / TPSGC; Smith, Ryan: PWGSC / TPSGC  
**Subject:** RE: SR 3875135 - [Urgent - New - Pending] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 P.O. Box 2755 Cardston AB.  
 T0K 0K0  
 Phone: 403-653-1038  
 Fax: 403-653-4317  
 Cell: 403-634-9393  
 Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

**From:** NSCC [mailto:nscc-cnas@pwgsc-tpsgc.gc.ca]  
**Sent:** Saturday, September 28, 2013 9:08 AM  
**To:** Charlie Vegter  
**Subject:** SR 3875135 - [Urgent - New - Pending] (BC: 0)

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## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3875135</b>		<b>Priority:</b> Urgent	
<b>Requester:</b> Ron Hval		Tel: <b>(403) 868-2222</b> Ext. English Email: <b>ron.hval@cbsa-asfc.gc.ca</b>	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
<b>Building:</b>	Port of Wildhorse() Wildhorse AB		
<b>Address (English)</b>	RR#1 Via Manyberries		
<b>Floor:</b>	<b>Area:</b>	MAIN PORT &	<b>Other:</b> 1STORY, 2 STORY
<b>Problem:</b>	Client reports that the water smells like sewage and sulfur. Please attend ASAP. Thanks.		
<b>Class:</b>	2F - Plumbing	<b>Service Description:</b>	Sewage Smell



Client: Canada Border Services Agency

### Service Request Events

Current Status: Dispatched

Estimated Time of Completion:

### Status Log

#### Modified Date

#### New Status

28 Sep 2013 11:05:43 AM

Dispatched

28 Sep 2013 11:05:37 AM

Pending

### Contact Attempts

Contact Date	Service Provider	Action	Contact Method	Label
28 Sep 2013 11:05:43 AM	Charlie Vegter (SP)	Dispatch	Phone	

All Dates/Times are Eastern Standard.

Created 28 Sep 2013 03:07:39 PM GMT

Report ID:25004

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1-800-463-1850

Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: [http://nsc-  
clients.pwgsc.gc.ca](http://nsc-<br/>clients.pwgsc.gc.ca)  
 Canada

## Crupi, Kayla

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** October 21, 2013 12:14 PM  
**To:** NSCC-CNAS  
**Cc:** Forrester, Irena; Jacobs, Sheldon: PWGSC / TPSGC; Smith, Ryan: PWGSC / TPSGC  
**Subject:** RE: SR 3885672 - [Normal - New - Pending] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 P.O. Box 2755 Cardston AB.  
 T0K 0K0  
 Phone: 403-653-1038  
 Fax: 403-653-4317  
 Cell: 403-634-9393  
 Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

**From:** NSCC [mailto:nscc-cnass@pwgsc-tpsgc.gc.ca]  
**Sent:** Tuesday, October 15, 2013 12:37 PM  
**To:** Charlie Vegter  
**Subject:** SR 3885672 - [Normal - New - Pending] (BC: 0)

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## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3885672</b>		<b>Priority:</b> Normal	
<b>Requester:</b> Stewart Kambeitz		Tel: <b>(403) 868-2222</b> Ext. English Email:	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
Building:	Port of Wildhorse() Wildhorse AB		
Address (English)	RR#1 Via Manyberries		
Floor:	Area:	Other:	MAIN PORT
Problem:	Please provide salt for water softener. Thanks.		
Class:	2C - HVAC	Service Description:	Humidity Level

Client: Canada Border Services Agency

### Service Request Events

Current Status: Dispatched

Estimated Time of Completion:

### Status Log

#### Modified Date

15 Oct 2013 02:34:21 PM

15 Oct 2013 02:34:19 PM

#### New Status

Dispatched

Pending

### Contact Attempts

Contact Date	Service Provider	Action	Contact Method	Label
15 Oct 2013 02:34:21 PM	Charlie Vegter (SP)	Dispatch	Phone	

All Dates/Times are Eastern Standard.

Created 15 Oct 2013 06:36:55 PM GMT

Report ID:25004

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Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: <http://nscc-clients.pwgsc.gc.ca>  
 Canada

## Crupi, Kayla

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** November 12, 2013 10:50 AM  
**To:** NSCC-CNAS  
**Cc:** Forrester, Irena; Jacobs, Sheldon: PWGSC / TPSGC; Smith, Ryan: PWGSC / TPSGC  
**Subject:** RE: SR 3901806 - [Normal - New - Pending] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 P.O. Box 2755 Cardston AB.  
 T0K 0K0  
 Phone: 403-653-1038  
 Fax: 403-653-4317  
 Cell: 403-634-9393  
 Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

**From:** NSCC [mailto:nscc-cnas@pwgsc-tpsgc.gc.ca]  
**Sent:** Tuesday, November 05, 2013 8:50 AM  
**To:** Charlie Vegter  
**Subject:** SR 3901806 - [Normal - New - Pending] (BC: 0)

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## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3901806</b>		<b>Priority:</b> Normal	
<b>Requester:</b> Ryan Meyer		Tel: <b>(403) 868-2222</b> Ext. English Email:	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
Building:	Port of Wildhorse() Wildhorse AB		
Address (English)	RR#1 Via Manyberries		
Floor:	Area:	Other:	MAIN PORT
Problem:	Client thinks there is a dead mouse in the vent. A dead mouse was found yesterday and they got rid of it. Now everytime the vent comes on an awful smell comes out. Thanks		

Class: 2C - HVAC Service Description: Ventilation System/Air Vent

Client: Canada Border Services Agency

### Service Request Events

Current Status: Dispatched

Estimated Time of  
Completion:

### Status Log

#### Modified Date

#### New Status

5 Nov 2013 10:47:20 AM

Dispatched

5 Nov 2013 10:47:18 AM

Pending

### Contact Attempts

Contact Date	Service Provider	Action	Contact Method	Label
5 Nov 2013 10:47:20 AM	Charlie Vegter (SP)	Dispatch	Phone	

All Dates/Times are Eastern Standard.

Created 5 Nov 2013 03:49:44 PM GMT

Report ID:25004

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Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: [http://nsc-  
clients.pwgsc.gc.ca](http://nsc-<br/>clients.pwgsc.gc.ca)  
Canada

## Crupi, Kayla

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** December 16, 2013 03:49 PM  
**To:** NSCC-CNAS  
**Cc:** Forrester, Irena; Jacobs, Sheldon: PWGSC / TPSGC; Smith, Ryan: PWGSC / TPSGC  
**Subject:** RE: SR 3908559 - [Urgent - New - Pending] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 Box 2755, Cardston AB, T0K0K0  
 Phone: 403-653-1038  
 Fax: 403-653-4317  
 Cell: 403-634-9393  
[charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

**From:** NSCC [mailto:nscc-cnas@pwgsc-tpsgc.gc.ca]  
**Sent:** Wednesday, November 13, 2013 4:03 PM  
**To:** Charlie Vegter  
**Subject:** SR 3908559 - [Urgent - New - Pending] (BC: 0)

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## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3908559</b>	<b>Priority:</b> Urgent
<b>Requester:</b> Ryan Meyer	Tel: <b>(403) 868-2222</b> Ext. English Email:
<b>Service Provider:</b> Charlie Vegter (SP)	Fax Sent: <b>N/A</b>
<b>Service Requested</b>	
<b>Building:</b>	Port of Wildhorse() Wildhorse AB

Address (English)	RR#1 Via Manyberries				
Floor:	M	Area:	FRONT ENTRANCE	Other:	2 STORY HOUSE/MAIN PORT
Problem:	Client reports a smell of sewage coming from the vent. Please attend ASAP. Thanks.				
Class:	2C - HVAC	Service Description:	Ventilation System/Air Vent		
Client:	Canada Border Services Agency				
<b>Service Request Events</b>					
Current Status:	Dispatched	Estimated Time of Completion:			
<b>Status Log</b>					
<b>Modified Date</b>		<b>New Status</b>			
13 Nov 2013 06:00:17 PM		Dispatched			
13 Nov 2013 05:59:45 PM		Pending			
<b>Contact Attempts</b>					
<b>Contact Date</b>	<b>Service Provider</b>	<b>Action</b>	<b>Contact Method</b>	<b>Label</b>	
13 Nov 2013 06:00:17 PM	Charlie Vegter (SP)	Dispatch	Phone		

All Dates/Times are Eastern Standard.

Created 13 Nov 2013 11:02:48 PM GMT

Report ID:25004

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1-800-463-1850

Fax: (877) 329-6722

Email: NSCC-CNASC@pwgsc.gc.ca

Website: <http://nscc-clients.pwgsc.gc.ca>

Canada



## Crupi, Kayla

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** February 17, 2014 11:54 AM  
**To:** NSCC-CNAS  
**Cc:** Forrester, Irena; Jacobs, Sheldon: PWGSC / TPSGC; Smith, Ryan: PWGSC / TPSGC  
**Subject:** RE: SR 3964090 - [Normal - New - Pending] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 P.O. Box 2755 Cardston AB.  
 T0K 0K0  
 Phone: 403-653-1038  
 Fax: 403-653-4317  
 Cell: 403-634-9393  
 Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

**From:** NSCC [mailto:nscc-cnas@pwgsc-tpsgc.gc.ca]  
**Sent:** Monday, January 27, 2014 6:21 AM  
**To:** Charlie Vegter  
**Subject:** SR 3964090 - [Normal - New - Pending] (BC: 0)

Public Works And  
 Government Services  
 Canada

Travaux publics et  
 Services  
 gouvernementaux  
 Canada

RPMS - SGBI

## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3964090</b>		<b>Priority:</b> Normal	
<b>Requester:</b> Ryan Meyer		Tel: <b>(403) 868-2222</b> Ext. English Email:	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
<b>Building:</b>	Port of Wildhorse() Wildhorse AB		
<b>Address (English)</b>	RR#1 Via Manyberries		
<b>Floor:</b>	BAY	<b>Area:</b>	BAY DOOR
		<b>Other:</b>	WEST SIDE
<b>Problem:</b>	The garage door will not open and close (motor fuse blow). Please repair it. Thanks.		
<b>Class:</b>	2E - Power Doors	<b>Service Description:</b>	Overhead Door



Client: Canada Border Services Agency

### Service Request Events

Current Status: Dispatched

Estimated Time of  
Completion:

### Status Log

#### Modified Date

27 Jan 2014 08:17:22 AM

26 Jan 2014 06:28:03 PM

#### New Status

Dispatched

Pending

### Contact Attempts

Contact Date	Service Provider	Action	Contact Method	Label
27 Jan 2014 08:17:22 AM	Charlie Vegter (SP)	Dispatch	Phone	

All Dates/Times are Eastern Standard.

Created 27 Jan 2014 01:20:51 PM GMT

Report ID:25004

Service Request Dispatch Format Version 3.5.0 - 1 Jan 2004. The controlled copy of this document is maintained electronically. All Paper copies are uncontrolled.

1-800-463-1850

Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: [http://nsc-  
clients.pwgsc.gc.ca](http://nsc-<br/>clients.pwgsc.gc.ca)  
Canada

## Crupi, Kayla

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** February 17, 2014 11:52 AM  
**To:** NSCC-CNAS  
**Cc:** Forrester, Irena; Jacobs, Sheldon: PWGSC / TPSGC; Smith, Ryan: PWGSC / TPSGC  
**Subject:** RE: SR 3967158 - [Normal - New - Dispatched] (BC: 0)

Service request below has been completed.

Thank you,

Charlie Vegter  
 Building Operator Maintainer  
 Carway Border Facility  
 P.O. Box 2755 Cardston AB.  
 T0K 0K0  
 Phone: 403-653-1038  
 Fax: 403-653-4317  
 Cell: 403-634-9393  
 Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

**From:** NSCC [mailto:nscc-cnas@pwgsc-tpsgc.gc.ca]  
**Sent:** Wednesday, January 29, 2014 9:58 AM  
**To:** Charlie Vegter  
**Subject:** SR 3967158 - [Normal - New - Dispatched] (BC: 0)

Public Works And  
 Government Services  
 Canada

Travaux publics et  
 Services  
 gouvernementaux  
 Canada

RPMS - SGBI

## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3967158</b>		<b>Priority:</b> Normal	
<b>Requester:</b> Stewart Kambeitz		Tel: <b>(403) 868-2222</b> Ext. English Email: <b>stewart.kambeitz@cbsa-asfc.gc.ca</b>	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
Building:	Port of Wildhorse() Wildhorse AB		
Address (English)	RR#1 Via Manyberries		
Floor:	1	Area:	BASEMENT
Problem:	Stewart reports that water heater is leaking from underneath, visible rust on outside of tank and on connections. Please attend ASAP. Thanks.		
Class:	2C - HVAC	Service Description:	Heating System/Radiator

Client: Canada Border Services Agency

## Service Request Events

Current Status: Acknowledged

Estimated Time of  
Completion:

## Status Log

### Modified Date

### New Status

29 Jan 2014 11:53:29 AM

Acknowledged

29 Jan 2014 11:52:19 AM

Dispatched

29 Jan 2014 11:52:08 AM

Pending

## Contact Attempts

Contact Date	Service Provider	Action	Contact Method	Label
29 Jan 2014 11:53:28 AM	Charlie Vegter (SP)	Acknowledge	Phone	Requester Default
29 Jan 2014 11:53:07 AM	Charlie Vegter (SP)	0	Email	
29 Jan 2014 11:52:19 AM	Charlie Vegter (SP)	Dispatch	Phone	

All Dates/Times are Eastern Standard.

Created 29 Jan 2014 04:57:46 PM GMT

Report ID:25004

Service Request Dispatch Format Version 3.5.0 - 1 Jan 2004. The controlled copy of this document is maintained electronically. All Paper copies are uncontrolled.

1-800-463-1850

Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: <http://nsccl-clients.pwgsc.gc.ca>

Canada

**Crupi, Kayla**

---

**From:** Simonson, Lyle  
**Sent:** April 22, 2015 11:22 AM  
**To:** PRA-CBSA-Region, Procurement  
**Cc:** Michael, Connie  
**Subject:** RE: Statement of Work Version 2 - 47715-164019 Dorm Trailer - Wildhorse, AB

I was going to get the specs from manufacturer for everything. I talked to Darryl. He indicated he has 7 staff currently that would each use a room. The 8<sup>th</sup> room would be for himself as needed or other relief staff that is brought in. He is prepared to defend his decision if HQ questions it.

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations  
Agence des services frontaliers du Canada  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237

---

**From:** Offerman, Miranda **On Behalf Of** PRA-CBSA-Region, Procurement  
**Sent:** April 22, 2015 9:15 AM  
**To:** Simonson, Lyle  
**Cc:** Michael, Connie  
**Subject:** RE: Statement of Work Version 2 - 47715-164019 Dorm Trailer - Wildhorse, AB  
**Importance:** High

Good Morning Lyle

PWGSC has gotten back to me and you can go ahead and ask the company for specs. Are the specs you're looking for related to the steel wrapping?

I spoke with Connie on Monday regarding the number of rooms for the new trailer and whether 8 are required. As I recall from a past conference call the client wasn't firm on needing 8 rooms it was more of a would like to have option. Also the trailer currently being rented from D & D, according to the quote, is a 4 man sleeper. Could you please confirm with the client whether 8 rooms are required for the new trailer? My concern is when we get through the tender process and it comes time purchase HQ will question the price and the number of rooms against the location/use at the port.

Please let me know – Thanks,

*Miranda*

Miranda Offerman  
A/Procurement Officer, Corporate and Program Services Division, Prairie Region  
**Canada Border Services Agency (CBSA) | Government of Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | Tel: (204) 983-4431 | TTY: 866-335-3237

Agent d'approvisionnement intérimaire, Division des services intégrés et des programmes, Région des prairies  
**Agence des services frontaliers du Canada (ASFC) | Gouvernement du Canada**

[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | Tél: (204) 983-4431 | ATS: 866-335-3237

---

**From:** Simonson, Lyle  
**Sent:** April 14, 2015 3:08 PM  
**To:** PRA-CBSA-Region, Procurement  
**Subject:** RE: Statement of Work Version 2 - 47715-164019 Dorm Trailer - Wildhorse, AB

PWGSC has asked for a set of specs on an existing trailer like what we are trying to procure here. Can you go back to them and ask if there will be any risk if I get this from a contractor that I am hoping will submit a quote to build these?

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations  
Agence des services frontaliers du Canada  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237

---

**From:** Offerman, Miranda **On Behalf Of** PRA-CBSA-Region, Procurement  
**Sent:** April 14, 2015 9:34 AM  
**To:** Simonson, Lyle  
**Cc:** Michael, Connie  
**Subject:** RE: Statement of Work Version 2 - 47715-164019 Dorm Trailer - Wildhorse, AB  
**Importance:** High

Hi Lyle

PWGSC has gotten back to us with a few more changes/questions please work off of the attached "...Version 2.docx" document and disregard the one I sent you last week.

Thanks,

*Miranda*

Miranda Offerman  
A/Procurement Officer, Corporate and Program Services Division, Prairie Region  
**Canada Border Services Agency (CBSA) | Government of Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | Tel: (204) 983-4431 | TTY: 866-335-3237

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---

**From:** Offerman, Miranda  
**Sent:** April 7, 2015 7:41 AM  
**To:** Simonson, Lyle  
**Cc:** Michael, Connie  
**Subject:** Statement of Work - 47715-164019 Dorm Trailer - Wildhorse, AB

Good Morning Lyle

Our Public Works Buyer has reviewed and marked-up the Statement of Work (SoW) for the Dorm Trailer at Wildhorse. Could you please take a look at the SoW (see attachment), correct where required and maybe we can set up a meeting over the phone to discuss any questions/concerns you may have in regards to the Buyers mark-ups.

Thank you,

*Miranda*

Miranda Offerman

A/Procurement Officer, Corporate and Program Services Division, Prairie Region

**Canada Border Services Agency (CBSA) | Government of Canada**

Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca | Tel: (204) 983-4431 | TTY: 866-335-3237

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Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca | Tél: (204) 983-4431 | ATS: 866-335-3237

**Crupi, Kayla**

---

**From:** Simonson, Lyle  
**Sent:** November 20, 2014 04:11 PM  
**To:** Corden, Bianca  
**Cc:** Michael, Connie  
**Subject:** RE: Temporary trailer hook up at Wildhorse  
**Attachments:** AB Stengers Plumbing Wildhorse trailer.doc

Commitment sheet attached


Thanks,

Lyle

---

**From:** Michael, Connie  
**Sent:** October 21, 2014 8:03 AM  
**To:** Simonson, Lyle  
**Cc:** Corden, Bianca  
**Subject:** RE: Temporary trailer hook up at Wildhorse

I approve.

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
Government of Canada | Gouvernement du Canada  
100 - 269 Main Street | 269 rue Main, salle 100  
Winnipeg MB R3C 1B3  
Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-7561  
Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Simonson, Lyle  
**Sent:** October 21, 2014 9:02 AM  
**To:** Michael, Connie  
**Subject:** Temporary trailer hook up at Wildhorse

Need your approval to send out an electrician and a plumber to hook up the temporary living quarters.

Thanks,

Lyle Simonson  
Facility Officer  
Canada Border Services Agency/Agence des services frontaliers du Canada  
1871 Hamilton Street  
Regina, Saskatchewan  
S4P 3W5  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)  
Tel: (306) 780-8372  
Fax: (306) 780-7750  
Teletypewriter: 1-866-335-3237

SUPPLIER NAME:	<b>Stenger's Plumbing and Heating</b>
VENDOR NUMBER:	<b>131002</b>
ACCOUNT NUMBER: (if applicable)	
DESCRIPTION OF ITEM COMMITTED	<b>AB: Sewer hook-up for temporary living quarters - Wildhorse</b>
FINANCIAL CODING:	<b>IO 502 – GL 76109</b>
FUND:	<b>2001</b>
FUNCTIONAL AREA:	<b>82101</b>
AMOUNT:	<b>\$4,627.40</b>
CERTIFIED PURSUANT TO SECTION 32 OF THE FINANCIAL ADMINISTRATION ACT	<hr/> <b>Connie Michael, Manager, Infrastructure</b>
ENTERED BY:	<b>Bianca Corden</b>
DATE FUNDS COMMITMENT CREATED:	<b>Nov. 21, 2014</b>
FUNDS COMMITMENT NUMBER:	



## Crupi, Kayla

---

**From:** Walter Espinoza <Walter.Espinoza@brookfieldgis.com>  
**Sent:** August 14, 2015 03:02 PM  
**To:** Michael, Connie; Oleg Vecherya; Singer, Steve  
**Cc:** Simonson, Lyle; Sherri MacKenzie  
**Subject:** RE: Ticket Number for Wildhorse Walter situation

Thank you Connie

Please note this is what we will try to accomplished today and over the weekend.

Currently we are delivering 15 gallons of water to the site.( WO#GOC14563976 called by Darryl

For WO#GOC14565047called by Connie

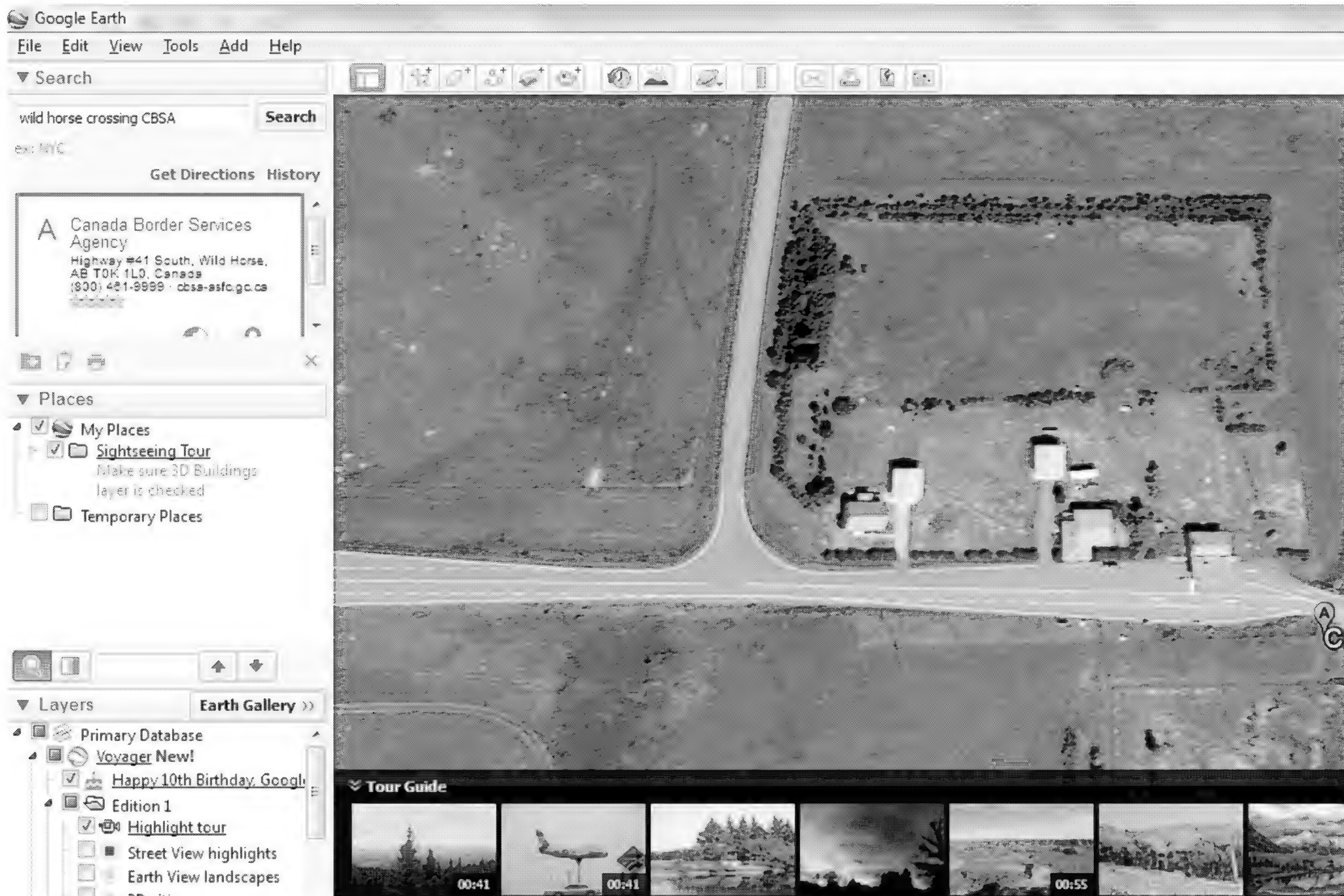
#1 need a portable water tank to be left onsite capable to provide be used as water storage tank.

#2 The water tank needs to be able to deliver water to the office and houses(temporary hoses)

#3 Set up a weekly or Monthly schedule to maintain water levels

Thank you and just speaking to our contractors near and out of town.

Stay tuned Everyone



**Walter Espinoza**  
**Property Manager NWT-AB- PWGSC**  
**Walter.Espinoza@Brookfieldgis.com**  
Cell Phone 587.783.8665



---

**From:** Michael, Connie [mailto:Connie.Michael@cbsa-asfc.gc.ca]  
**Sent:** Friday, August 14, 2015 12:38 PM  
**To:** Oleg Vecherya; Singer, Steve; Walter Espinoza  
**Cc:** Simonson, Lyle  
**Subject:** Ticket Number for Wildhorse Walter situation

Hi Folks – I have logged the call to the 1-800 #.

The reference number they provided to me is 4347902.

Thanks,

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

Gestionnaire de l'infrastructure, Direction générale des opérations  
Agence des services frontaliers du Canada / Gouvernement du Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

Please consider the environment before printing this email - Help save our planet.

Veuillez songer à l'environnement avant d'imprimer le présent courriel – Aidez-nous à protéger notre planète.

## Crupi, Kayla

---

**From:** Michael, Connie  
**Sent:** November 4, 2014 12:46 PM  
**To:** Anderson, Darryl; Simonson, Lyle  
**Subject:** RE: Trailer at Wildhorse

Thank you both for this analysis. I will send up to HQ and see what we can do to go this route versus mobile homes.

**Connie Michael**, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
Government of Canada | Gouvernement du Canada  
100 - 269 Main Street | 269 rue Main, salle 100  
Winnipeg MB R3C 1B3  
Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-7561  
Cell: (204) 292-3876  
Email/Courriel: connie.michael@cbsa-asfc.gc.ca

---

**From:** Anderson, Darryl  
**Sent:** November 4, 2014 11:33 AM  
**To:** Simonson, Lyle; Michael, Connie  
**Subject:** RE: Trailer at Wildhorse

Lyle has all very good points.

### PROS:

- One unit to tie into emergency generator
- Take up less real estate on property, leaving more options for POE replacement
- Each officer could have their own permanent space, would have to rotate in summer with relief officers etc as not enough beds. (8-10) is perfect
- Each room offers privacy with TV, so officers can have some down time if they need it
- These units really appear to be very solid, and rodents would likely have to walk in the front door....(or crawl, or slither)
- I also like the safety element of having all the officers in the same place. We do get people knocking on doors late at night and having all the officers in the same building is a bonus.
- This an attractive option for staff.
- Feedback on this unit has been great.
- This unit allows for some expansion in the event our needs increase schedule wise.

### CONS:

- Lyle hits on the main points, delivery date obviously being the biggest.
- Families are not a huge concern to me, as it is just not really feasible. ( I suppose we could consider if I ended up with another married couple out there, we could have one bigger room, but not overly concerned.)

Thanks all, I know this is very time consuming....D

---

**From:** Simonson, Lyle  
**Sent:** November 4, 2014 10:01 AM  
**To:** Michael, Connie  
**Cc:** Anderson, Darryl  
**Subject:** RE: Trailer at Wildhorse

Pros:

- We only have to trench power, gas, phone, water and sewer to one facility rather than 2.
- Long term cost savings on power and gas as only running one facility rather than 2.
- Can accommodate more officers. Could design the trailer with 8 to 10 sleeping quarters. Standard mobile home is 3 bedrooms.
- Operations prefers the trailer vs the mobile home.
- Can custom design the trailer to what operations need. Mobile homes are usually set floor plans. Deviating from those plans would add significant cost.
- Construction is significantly better than mobile homes. Everything is built stronger for use in the oil patch. The oil patch does not use mobile homes as they cannot withstand the elements like these trailers. Eg. everything is either framed with 2 x 6 or 2 x 4. Mobile homes are usually 2 x 4 exterior walls and 2 x 2 interior walls
- Less maintenance costs. These trailers are wrapped in tin. Mobile homes are usually shingled roofs and vinyl siding (upgrading to tin is significant cost increase). We have experienced issues with the mobile home purchased as office space at Willow Creek with losing shingles and siding. The heavy winds in Willow Creek also occur at Wildhorse.
- Better rodent resistance. These trailers are entirely wrapped in tin. Mobile homes are usually a special paper or felt stapled to the joists underneath to hold the insulation in, neither of which stop mice.
- Savings in set up costs. Due to strong winds at this location its recommended that the Mobile homes be set on pilings or a cement footing. The trailers are set on a heavy steel frame so don't need either. No skirting required as with mobile homes.

Cons:

- Cost more to purchase than a mobile home. Approximately \$170K vs \$110K
- Not available to purchase immediately (company I talked to is booking delivery for next July). This would result in significant additional cost to rent the current housing trailer until next summer
- Will have to come up with a solution for sewer and water hook ups so they don't freeze in the winter
- Less procurement options
- Would not accommodate families however operations does not feel families living out there is much of an option anyway

I didn't mention anything about bats as I don't think bats would be able to access either trailer easily. Darryl please review and add if I missed something.

Thanks,

Lyle

---

**From:** Michael, Connie  
**Sent:** November 3, 2014 3:34 PM  
**To:** Simonson, Lyle  
**Subject:** Trailer at Wildhorse

Hi Lyle – In discussions we had with HQ, would it be possible for you to put together a very short email on the Pros/Cons of the dormitory type trailer versus the two residence trailers. Also any information that you may have from the manufacturer supporting this trailer to be rodent free almost.

Can you put this together for us?

Thanks,

**Connie Michael**, RPA, FMA, CMA 

Manager, Fixed Infrastructure

Prairie Region | région des Prairies

Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada

Government of Canada | Gouvernement du Canada

100 - 269 Main Street | 269 rue Main, salle 100

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Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-7561

Cell: (204) 292-3876

Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

## Crupi, Kayla

---

**From:** Michael, Connie  
**Sent:** October 23, 2014 11:38 AM  
**To:** PRA-CBSA-Region, Procurement  
**Subject:** RE: Trailer Rental for Wildhorse - PO 2015001535

Great. Thank you.

*Connie Michael*, RPA, FMA, CMA 

Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
Government of Canada | Gouvernement du Canada  
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Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Offerman, Miranda **On Behalf Of** PRA-CBSA-Region, Procurement  
**Sent:** October 23, 2014 10:22 AM  
**To:** Michael, Connie  
**Subject:** RE: Trailer Rental for Wildhorse - PO 2015001535

Hi Connie

As per attached email - Lyle and I already spoke about returning the original RV's. But thank you for the heads-up 😊

*Miranda*

Miranda Offerman  
A/Procurement Officer  
Email | Courriel: [Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca)  
Telephone | Téléphone (204) 983-1790

---

**From:** Michael, Connie  
**Sent:** October 23, 2014 10:18 AM  
**To:** PRA-CBSA-Region, Procurement  
**Subject:** RE: Trailer Rental for Wildhorse - PO 2015001535

Hi Miranda – Has Lyle made the necessary arrangement to return the existing rental trailers back to the other company? Just wanted to provide you a heads up that this will need to be done.

Thanks,

*Connie Michael*, RPA, FMA, CMA 

Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
Government of Canada | Gouvernement du Canada  
100 - 269 Main Street | 269 rue Main, salle 100  
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Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-7561  
Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Offerman, Miranda **On Behalf Of** PRA-CBSA-Region, Procurement  
**Sent:** October 23, 2014 10:08 AM  
**To:** 'rhoda@ddoil.net'  
**Cc:** Michael, Connie; Simonson, Lyle  
**Subject:** Trailer Rental for Wildhorse - PO 2015001535  
**Importance:** High

Good Morning Rhoda

Please find attached PO 2015001535 for the rental of the 12x60 4 Man Sleeper Trailer.

**\*\*Note:** Invoicing at CBSA as changed please review the message below – **Invoices must reference PO 2015001535**

Thank you,

*Miranda*

Miranda Offerman  
A/Procurement Officer

**Prairie Region | Région des Prairies**  
**Canada Border Services Agency | Agence des services frontaliers du Canada**  
100 – 269 Main St., Winnipeg, MB R3C 1B3  
Email | Courriel: [Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca)  
Telephone | Téléphone (204) 983-1790  
Facsimile | Télécopieur (204) 984-4229  
Government of Canada | Gouvernement du Canada

*French follows*



Canada Border  
Services Agency

Agence des services  
frontaliers du Canada

## Attention Vendors: New requirements for Canada Border Services Agency invoices

The Canada Border Services Agency (CBSA) is currently streamlining its transactional business processes by implementing automated, electronic invoice processing system. The benefits of this initiative for our vendors are:

- authorized CBSA officials will have immediate access to invoices, irrespective of their location;
- decreased approval time and time lost due to circulating paper for approvals;
- reduced incidents of lost invoices; and



- improved timeliness of vendor payment while respecting the payment terms.

As of August 25, 2014, vendors are requested to submit invoices to a NEW centralized invoice reception unit and as per the information required in their contract. All invoices must be submitted in the vendor's name, must apply only to the contract, and must indicate whether they cover partial or final delivery. Invoices must include the following information in order to be processed:

- Invoice date, Deliverable and/or description of the work;
- Contract number, CBSA Reference Number. A contract number is 10 numeric digits long on a CBSA-issued contract or up to 17 characters for a PWGSC contract, Procurement Business Number (PBN);
- If no contract number, a commitment number provided by your CBSA client is required;
- Invoice number;
- Items, quantity, unit of issue, unit price, fixed time labor rates and level of effort, etc., , in accordance with the basis of payment, exclusive of Goods and Services Tax (GST) or Harmonized Sales Tax (HST);
- The unit price and / or rate on the invoice must correspond to the ones specified within the contract;
- Deductions for holdback, if applicable;
- The method of shipment together with date and reference numbers, shipment charges and any other additional charges, if applicable;
- The GST or HST must be specified on all invoices as a separate item. All items that are zero-rated, exempt or to which the GST or HST does not apply, must be identified as such on all invoices; and
- All invoices must be in the currency identified within the contract.

By submitting an invoice, the vendor certifies that the invoice is consistent with the work delivered and is in accordance with the contract.

All invoices must be submitted using one of the following methods (only one copy of the invoice should be sent to the Agency):

- Email (preferred method):** Only legible electronic (PDF, Word, Excel) files will be accepted; all others will be returned.

[vendors-fournisseurs@cbsa-asfc.gc.ca](mailto:vendors-fournisseurs@cbsa-asfc.gc.ca)

This email address is to be used for submitting invoices and for payment status inquiries.

## 2. Mail

Canada Border Services Agency  
NIRU  
105 McGill Street,  
Piece 260-01, 2<sup>nd</sup> floor  
Montreal, QC  
H2Y 2E7

The Government of Canada is phasing out federal government cheques by April 2016. Businesses that supply goods and services to the Government of Canada will need to enrol in direct deposit for accounts payable. Please contact [ca-ci@cbsa-asfc.gc.ca](mailto:ca-ci@cbsa-asfc.gc.ca) to obtain additional information, to confirm direct deposit enrolment process and the steps to be followed.

***IMPORTANT NOTE:***

**If a supplier omits any required information pertaining to payment processing from the invoice, the invoice will be returned at the discretion of the CBSA and will not be paid until valid payment referencing is provided.**

If you require further information, please submit your inquiries to this email address: [vendors-fournisseurs@cbsa-asfc.gc.ca](mailto:vendors-fournisseurs@cbsa-asfc.gc.ca)

Thank you for your assistance

## Crupi, Kayla

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**From:** Bourque, Jean-Pierre  
**Sent:** April 29, 2015 03:49 PM  
**To:** Simonson, Lyle; Michael, Connie  
**Cc:** Strub, Nathalie  
**Subject:** RE: Trailer rentals

Hello Lyle,

CBSA will cover the cost of the trailer rental.

Thanks,  
J-P

### Jean-Pierre Bourque

Manager, Governance / Gestionnaire, gouvernance  
Asset Management and Control Division / Division de la gestion des biens et du contrôle  
Infrastructure & Environmental Operations Directorate/Direction de l'infrastructure et des opérations  
environnementales  
Comptrollership Branch/Direction générale du contrôle  
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355 North River Road, Tower B 19<sup>th</sup> floor, B-19038 / 355 North River Road, tour B 19<sup>e</sup> étage, B-19038  
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[jean-pierre.bourque@cbsa-asfc.gc.ca](mailto:jean-pierre.bourque@cbsa-asfc.gc.ca)

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**From:** Simonson, Lyle  
**Sent:** April 29, 2015 3:22 PM  
**To:** Bourque, Jean-Pierre; Michael, Connie  
**Cc:** Strub, Nathalie  
**Subject:** RE: Trailer rentals

Can one of you confirm if CBSA or Brookfield will be paying for this rental? I just received the April invoice.

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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**From:** Bourque, Jean-Pierre  
**Sent:** March 10, 2015 11:16 AM  
**To:** Simonson, Lyle; Michael, Connie

**Cc:** Stackiw, Kenneth; Strub, Nathalie  
**Subject:** RE: Trailer rentals

Good afternoon Lyle,

Can you please give me the details of the rentals? I'll seek guidance on this from PWGSC.

Thanks,  
J-P

**Jean-Pierre Bourque**

Manager, Governance / Gestionnaire, gouvernance  
Asset Management and Control Division / Division de la gestion des biens et du contrôle  
Infrastructure & Environmental Operations Directorate/Direction de l'infrastructure et des opérations  
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[jean-pierre.bourque@cbsa-asfc.gc.ca](mailto:jean-pierre.bourque@cbsa-asfc.gc.ca)

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**From:** Simonson, Lyle  
**Sent:** March 10, 2015 12:14 PM  
**To:** Michael, Connie; Bourque, Jean-Pierre  
**Cc:** Stackiw, Kenneth; Strub, Nathalie  
**Subject:** RE: Trailer rentals

J-P,

Currently we have two trailers being rented as part of the small port replacement project. The small port replacement project is not part of the BJC contract. Connie is paying for these trailers initially then JV'ing them back to HQ. Is this something that BJC should be taking over? I need to know if I send them a letter of novation.

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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**From:** Michael, Connie  
**Sent:** March 6, 2015 9:06 AM  
**To:** Bourque, Jean-Pierre; Simonson, Lyle  
**Cc:** Stackiw, Kenneth; Strub, Nathalie  
**Subject:** RE: Trailer rentals

Perfect.

Lyle – please ensure we send a letter to the supplier. This is great news.

Thanks,

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

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Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

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**From:** Bourque, Jean-Pierre  
**Sent:** March 6, 2015 8:59 AM  
**To:** Michael, Connie; Simonson, Lyle  
**Cc:** Stackiw, Kenneth; Strub, Nathalie  
**Subject:** RE: Trailer rentals

Hi Connie,

In theory, BJCC would pick up any 3<sup>rd</sup>-party rental contracts we have. We should identify these contracts, the suppliers, and when they expire so that we can transfer this over to BJCC.

Thanks,  
J-P

**Jean-Pierre Bourque**

Manager, Governance / Gestionnaire, gouvernance  
Asset Management and Control Division / Division de la gestion des biens et du contrôle  
Infrastructure & Environmental Operations Directorate/Direction de l'infrastructure et des opérations  
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[jean-pierre.bourque@cbsa-asfc.gc.ca](mailto:jean-pierre.bourque@cbsa-asfc.gc.ca)

---

**From:** Michael, Connie  
**Sent:** March 5, 2015 4:32 PM  
**To:** Simonson, Lyle; Bourque, Jean-Pierre  
**Cc:** Stackiw, Kenneth  
**Subject:** RE: Trailer rentals

JP – How do we handle “one-offs” for trailer rentals and the small port replacements costs for Pete Debeer on behalf of head-quarters. We take care of the invoices and JV back to HQ.

Thanks,

Connie Michael

Manager of Infrastructure, Operations Branch

Canada Border Services Agency / Government of Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

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Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

---

**From:** Simonson, Lyle  
**Sent:** March 5, 2015 3:21 PM  
**To:** Michael, Connie  
**Subject:** Trailer rentals

How are we handling trailer rentals with BJC?

Monchy- office is being paid through contract, are they picking up that cost?  
Willow Creek- Pete has 2 rented that we JV back to him  
Wildhorse- are they taking over payment of residential trailer rental?

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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## Crupi, Kayla

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**From:** Patten, Brent  
**Sent:** November 21, 2014 10:45 AM  
**To:** Michael, Connie; Fillion, Dominique-Marie  
**Subject:** RE: Trailer versus Dormitory living quarters at Wildhorse

Hi Connie

I gave the list to Sharon so you have a heads up. There are just some developments on files that I want to discuss. Kind of like I mentioned below, I want to talk about next steps.

---

**From:** Michael, Connie  
**Sent:** November 21, 2014 9:30 AM  
**To:** Patten, Brent; Fillion, Dominique-Marie  
**Subject:** Re: Trailer versus Dormitory living quarters at Wildhorse

Please provide items so that I can prepare. Is this bilat to raise issues with me?

---

Sent from my BlackBerry handheld.  
Envoyé à partir de mon BlackBerry.

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**From:** Patten, Brent  
**Sent:** Friday, November 21, 2014 10:03 AM Eastern Standard Time  
**To:** Fillion, Dominique-Marie; Michael, Connie  
**Subject:** RE: Trailer versus Dormitory living quarters at Wildhorse

I have asked Sharon to arrange a full bilat as I have a few things

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**From:** Fillion, Dominique-Marie  
**Sent:** November 21, 2014 8:38 AM  
**To:** Michael, Connie; Patten, Brent  
**Subject:** RE: Trailer versus Dormitory living quarters at Wildhorse

Would right after stand-up and before the Level 2 work?

### **Dominique-Marie Fillion**

Strategic Advisor CPSD –Regional OL Coordinator Prairies, Corporate and Program Service Division, Prairie Region  
Canada Border Services Agency/ Government of Canada  
[Dominique.fillion@cbsa-asfc.gc.ca](mailto:Dominique.fillion@cbsa-asfc.gc.ca)/ Tel : 204-984-0066

Conseillère stratégique DSIP - Coordinatrice régionale aux langues officielles, Prairies, Division des services intégrés et des programmes  
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[Dominique.fillion@cbsa-asfc.gc.ca](mailto:Dominique.fillion@cbsa-asfc.gc.ca)/ Tél : 204-984-0066

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**From:** Michael, Connie  
**Sent:** November 21, 2014 8:18 AM  
**To:** Patten, Brent  
**Cc:** Fillion, Dominique-Marie; Cuzzetto, Richard  
**Subject:** Re: Trailer versus Dormitory living quarters at Wildhorse

Can we meet on Monday?

---

Sent from my BlackBerry handheld.  
Envoyé à partir de mon BlackBerry.

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**From:** Patten, Brent  
**Sent:** Thursday, November 20, 2014 05:05 PM Eastern Standard Time  
**To:** Michael, Connie  
**Cc:** Fillion, Dominique-Marie; Cuzzetto, Richard  
**Subject:** FW: Trailer versus Dormitory living quarters at Wildhorse

Hi Connie – here is our go ahead from Ed.

I spoke with him just now and he asked that we reach out to Sylvie so she can have input into the design. They have done some research hre.

Also – could we meet for 15 mins next as I would like a run down of the next steps leading us up to contract signing and fabrication .

Thanks

---

**From:** Lane, Edward  
**Sent:** November 20, 2014 3:58 PM  
**To:** Patten, Brent  
**Cc:** Michael, Connie; Desmarais, Sylvie  
**Subject:** RE: Trailer versus Dormitory living quarters at Wildhorse

Brent

After further review the solution should be dormitory style.

Wildhorse qualifies for housing under the CBSA Housing Policy.

I recommend that Sylvie Desmarais be included in arriving at a solution since this solution may become the national standard going forward.

If we can get it done this year that is preferred timing but if it is necessary to role forward components into next fiscal just include it in the plan for next year. Funds are currently available.

The contract for the old house should be discontinued.

Ed lane

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**From:** Patten, Brent  
**Sent:** November 12, 2014 4:47 PM  
**To:** Lane, Edward  
**Cc:** Michael, Connie  
**Subject:** RE: Trailer versus Dormitory living quarters at Wildhorse

Hi Ed – just wondering if the info below is sufficient to make a final decision on the trailer for Wildhorse.

We are looking for the formal go-ahead so that we can cancel the contract for the old style housing and proceed with this approach

Thanks again

Brent

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**From:** Michael, Connie  
**Sent:** November 4, 2014 11:56 AM  
**To:** Lane, Edward; Patten, Brent



**Subject:** Trailer versus Dormitory living quarters at Wildhorse

**Importance:** High

Hi Ed & Brent – Please see the comments on the Pros and Cons of going with a dormitory quarters at Wildhorse. We would need to tender this with PWGSC as I believe there is more than one supplier. Please note that CORCAN can supply this unit as well.

Pros for Dormitory trailer:

- We only have to trench power, gas, phone, water and sewer to one facility rather than 2.
- Long term cost savings on power and gas as only running one facility rather than 2.
- Can accommodate more officers. Could design the trailer with 8 to 10 sleeping quarters. Standard mobile home is 3 bedrooms.
- Operations prefers the trailer vs the mobile home.
- Can custom design the trailer to what operations need. Mobile homes are usually set floor plans. Deviating from those plans would add significant cost.
- Construction is significantly better than mobile homes. Everything is built stronger for use in the oil patch. The oil patch does not use mobile homes as they cannot withstand the elements like these trailers. Eg. everything is either framed with 2 x 6 or 2 x 4. Mobile homes are usually 2 x 4 exterior walls and 2 x 2 interior walls
- Less maintenance costs. These trailers are wrapped in tin. Mobile homes are usually shingled roofs and vinyl siding (upgrading to tin is significant cost increase). We have experienced issues with the mobile home purchased as office space at Willow Creek with losing shingles and siding. The heavy winds in Willow Creek also occur at Wildhorse.
- Better rodent resistance. These trailers are entirely wrapped in tin. Mobile homes are usually a special paper or felt stapled to the joists underneath to hold the insulation in, neither of which stop mice.
- Savings in set up costs. Due to strong winds at this location its recommended that the Mobile homes be set on pilings or a cement footing. The trailers are set on a heavy steel frame so don't need either. No skirting required as with mobile homes.
- One unit to tie into emergency generator
- Take up less real estate on property, leaving more options for POE replacement
- Each officer could have their own permanent space, would have to rotate in summer with relief officers etc as not enough beds. (8-10) is perfect
- Each room offers privacy with TV, so officers can have some down time if they need it
- These units really appear to be very solid, and rodents would likely have to walk in the front door....(or crawl, or slither)
- I also like the safety element of having all the officers in the same place. We do get people knocking on doors late at night and having all the officers in the same building is a bonus.
- This an attractive option for staff.
- Feedback on this unit has been great.
- This unit allows for some expansion in the event our needs increase schedule wise.
- Life cycle costing is better for this option versus mobile home.

Cons of the Dormitory Trailer:

- Cost more to purchase than a mobile home. Approximately \$170K vs \$110K
- Not available to purchase immediately (company I talked to is booking delivery for next July). This would result in significant additional cost to rent the current housing trailer until next summer
- Will have to come up with a solution for sewer and water hook ups so they don't freeze in the winter
- Less procurement options
- Would not accommodate families however operations does not feel families living out there is much of an option anyway
- delivery date obviously being the biggest.

I didn't mention anything about bats as I don't think bats would be able to access either trailer easily.

I have consulted with Darryl Anderson (Chief of Southern Alberta) and Lyle Simonson (Facility Officer) on this information to provide to you.

Thanks,

***Connie Michael***, RPA, FMA, CMA 

Manager, Fixed Infrastructure

Prairie Region | région des Prairies

Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada

**Government of Canada | Gouvernement du Canada**

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Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-7561

Cell: (204) 292-3876

Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

## Crupi, Kayla

---

**From:** Sheldon Jacobs <Sheldon.Jacobs@tpsgc-pwgsc.gc.ca>  
**Sent:** May 9, 2017 04:25 PM  
**To:** Simonson, Lyle  
**Cc:** ABRAHAM, GILLES  
**Subject:** RE: trailer

Let's give Caroline a chance to reply and then proceed from there.  
Not sure why they are refusing to fix the leak as it is on the inventory list.

### Sheldon Jacobs

Property and Facility Manager, Asset Performance  
Public Services and Procurement Canada / Government of Canada  
sheldon.jacobs@pwgsc-tpsgc.gc.ca / Tel: 306-975-6936 / Cel: 306-716-0351

Gestionnaire d'immeubles et d'installation, Rendement de l'actif  
Services publics et Approvisionnement Canada / Gouvernement du Canada  
sheldon.jacobs@pwgsc-tpsgc.gc.ca / Tel: 306-975-6936 / Cel: 306-716-0351

---

**From:** Simonson, Lyle [mailto:Lyle.Simonson@cbsa-asfc.gc.ca]  
**Sent:** May-09-17 2:04 PM  
**To:** Sheldon Jacobs <Sheldon.Jacobs@tpsgc-pwgsc.gc.ca>  
**Cc:** ABRAHAM, GILLES <GILLES.ABRAHAM@cbsa-asfc.gc.ca>  
**Subject:** RE: trailer

How do we proceed if BGIS refuses to do the repair? I also want to give Caroline a chance to respond as she indicated she would in the meeting.

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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**From:** Candice Oremba [mailto:Candice.Oremba@pwgsc-tpsgc.gc.ca]  
**Sent:** May 9, 2017 2:02 PM  
**To:** Simonson, Lyle <[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)>  
**Cc:** Sheldon Jacobs <[Sheldon.Jacobs@tpsgc-pwgsc.gc.ca](mailto:Sheldon.Jacobs@tpsgc-pwgsc.gc.ca)>; ABRAHAM, GILLES <[GILLES.ABRAHAM@cbsa-asfc.gc.ca](mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca)>; Caroline Cramer <[Caroline.Cramer@brookfieldgis.com](mailto:Caroline.Cramer@brookfieldgis.com)>  
**Subject:** RE: trailer

It was added on the same contract amendment #11:

Record 4617 - Wild Horse – Dorm Trailer #152216, 168m2

Let me know if you need anything else.

**Candice Oremba**

Property and Facility Officer, Real Property Services  
Public Services and Procurement Canada / Government of Canada  
2010 - 12th Avenue, Suite 600, Regina, SK S4P 0M3  
Email: [candice.oremba@pwgsc-tpsgc.gc.ca](mailto:candice.oremba@pwgsc-tpsgc.gc.ca) / Tel: 306-780-5507 / Cell: 306-201-9501

Agente des immeubles et des installations, Biens Immobiliers  
Services publics et Approvisionnement Canada / Gouvernement du Canada  
2010, avenue 12, pièce 600, Regina, SK S4P 0M3  
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---

**From:** Simonson, Lyle [<mailto:Lyle.Simonson@cbsa-asfc.gc.ca>]  
**Sent:** May-09-17 1:55 PM  
**To:** Candice Oremba <[Candice.Oremba@pwgsc-tpsgc.gc.ca](mailto:Candice.Oremba@pwgsc-tpsgc.gc.ca)>  
**Cc:** Sheldon Jacobs <[Sheldon.Jacobs@tpsgc-pwgsc.gc.ca](mailto:Sheldon.Jacobs@tpsgc-pwgsc.gc.ca)>; ABRAHAM, GILLES <[GILLES.ABRAHAM@cbsa-asfc.gc.ca](mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca)>; Caroline Cramer <[Caroline.Cramer@brookfieldgis.com](mailto:Caroline.Cramer@brookfieldgis.com)>  
**Subject:** RE: trailer

Sorry I should have specified. This is actually the staff housing unit at Wildhorse.

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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**From:** Candice Oremba [<mailto:Candice.Oremba@pwgsc-tpsgc.gc.ca>]  
**Sent:** May 9, 2017 1:52 PM  
**To:** Simonson, Lyle <[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)>  
**Cc:** Sheldon Jacobs <[Sheldon.Jacobs@tpsgc-pwgsc.gc.ca](mailto:Sheldon.Jacobs@tpsgc-pwgsc.gc.ca)>; ABRAHAM, GILLES <[GILLES.ABRAHAM@cbsa-asfc.gc.ca](mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca)>; Caroline Cramer <[Caroline.Cramer@brookfieldgis.com](mailto:Caroline.Cramer@brookfieldgis.com)>  
**Subject:** RE: trailer

Hi Lyle,

An IAP was submitted last year to add the Temporary Trailer (contract amendment #11). It is listed as Record 4614, Willow Creek – Temporary Trailer, 101.08m2, so yes, it is part of the RP1 Inventory.

With the trailer being moved today, we are now working to submit an Inventory Adjustment Proposal to update the asset name and address to Regway – Temporary Trailer.

Caroline – can you confirm that you show the temporary trailer in the inventory? I'm not sure what the issue is that requires fixing, but if you need more info perhaps Lyle can provide.

Thank you,

**Candice Oremba**

Property and Facility Officer, Real Property Services  
Public Services and Procurement Canada / Government of Canada  
2010 - 12th Avenue, Suite 600, Regina, SK S4P 0M3  
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**From:** Simonson, Lyle [<mailto:Lyle.Simonson@cbsa-asfc.gc.ca>]  
**Sent:** May-09-17 1:01 PM  
**To:** Candice Oremba <[Candice.Oremba@pwgsc-tpsgc.gc.ca](mailto:Candice.Oremba@pwgsc-tpsgc.gc.ca)>  
**Cc:** Sheldon Jacobs <[Sheldon.Jacobs@tpsgc-pwgsc.gc.ca](mailto:Sheldon.Jacobs@tpsgc-pwgsc.gc.ca)>; ABRAHAM, GILLES <[GILLES.ABRAHAM@cbsa-asfc.gc.ca](mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca)>  
**Subject:** FW: trailer

Can you substantiate if this is true? It got added after the fact. I know Caroline said she was going to look into it after the call.

Lyle Simonson

Facility Officer / Operations Branch  
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**From:** Anderson, Darryl  
**Sent:** May 9, 2017 12:57 PM  
**To:** Simonson, Lyle <[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)>  
**Cc:** Singer, Steve <[Steve.Singer@cbsa-asfc.gc.ca](mailto:Steve.Singer@cbsa-asfc.gc.ca)>  
**Subject:** Fw: trailer

Fyi. BGIS is not going fix it.

Sent from my BlackBerry 10 smartphone on the Rogers network.

**From:** Slattery, Kristy  
<[Kristy.Slattery@cbsa-asfc.gc.ca](mailto:Kristy.Slattery@cbsa-asfc.gc.ca)>  
**Sent:** Tuesday, May 9, 2017 12:54  
**To:** Anderson, Darryl  
**Subject:** trailer

FYI

Matt from Brookfield is here. I asked about the trailer and he says that even though it's out of warranty its Lyle's job to fix it. He said that the trailer isn't included in the contract.

Kristy Slattery

Border Services Officer , Operations Branch  
Canada Border Services Agency / Government of Canada  
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Agente des services frontaliers, Direction générale des opérations

## Crupi, Kayla

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**From:** Simonson, Lyle  
**Sent:** November 2, 2016 10:23 AM  
**To:** Elborn, Edward (Ted)  
**Subject:** RE: Wild Horse - Dorm Trailer

Following up on this. Any issues if I use the AIP funding for the Wildhorse trailer project?

Lyle Simonson

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---

**From:** Simonson, Lyle  
**Sent:** October 25, 2016 12:36 PM  
**To:** Elborn, Edward (Ted)  
**Subject:** RE: Wild Horse - Dorm Trailer

Staff has requested a push button lock on the trailer. The worry is that someone is going to lock their keys in the dorm and they won't be able to get back in. Cost to have locksmith out to do this is \$1,405.00. Are you ok if I spend this against the money we have left in this project?

Lyle Simonson

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**From:** Elborn, Edward (Ted)  
**Sent:** September 30, 2016 11:22 AM  
**To:** Simonson, Lyle  
**Subject:** RE: Wild Horse - Dorm Trailer

Let me know what you decide to do or if this is complete.

Ted

Ted Elborn, MAATO, PMP  
Project Manager/Gestionnaire de projet  
Canada Border Services Agency/Agence des services frontaliers du Canada

National Real Property and Accommodations Directorate/Comptrollership Branch  
Direction des services nationaux de gestion des biens immobiliers et des locaux /La Direction générale du contrôle  
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[Ted.Elborn@cbsa-asfc.gc.ca](mailto:Ted.Elborn@cbsa-asfc.gc.ca) 343-291-5813

---

**From:** Simonson, Lyle  
**Sent:** September 30, 2016 1:13 PM  
**To:** Elborn, Edward (Ted)  
**Subject:** RE: Wild Horse - Dorm Trailer

Electrician told me pretty much anything that uses power could be damaged. Don't know if computers are more susceptible to these spikes?

Lyle Simonson

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---

**From:** Elborn, Edward (Ted)  
**Sent:** September 30, 2016 11:08 AM  
**To:** Simonson, Lyle  
**Subject:** RE: Wild Horse - Dorm Trailer

Lyle,

I will defer to your judgment on the necessity and if it is fair.

What equipment are you concerned with? It should just shut down or install a UPS to bridge the gap.

Ted

Ted Elborn, MAATO, PMP  
Project Manager/Gestionnaire de projet  
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---

**From:** Simonson, Lyle  
**Sent:** September 30, 2016 12:33 PM  
**To:** Elborn, Edward (Ted)  
**Subject:** RE: Wild Horse - Dorm Trailer

Here is quote electrician sent me. I see no point to go to the extent of work that he is trying to do with port replacement on the horizon. I have asked him to provide a quote to put in automatic transfer switch only if possible. Currently there is a manual transfer switch. The concern with that is it can cause equipment damage when it isn't a seamless transfer. Not sure if existing electrical infrastructure will allow for an automatic transfer switch. I don't know much about generators and transfer switches so I rely on electricians knowledge.

<< File: 001.jpg >>

Lyle Simonson

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**From:** Elborn, Edward (Ted)

**Sent:** September 27, 2016 12:45 PM

**To:** Simonson, Lyle

**Subject:** RE: Wild Horse - Dorm Trailer

Ok. Keep me updated.

Thanks,

Ted

Ted Elborn, MAATO, PMP

Project Manager/Gestionnaire de projet

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---

**From:** Simonson, Lyle

**Sent:** September 27, 2016 2:37 PM

**To:** Elborn, Edward (Ted)

**Subject:** RE: Wild Horse - Dorm Trailer

Yes. I'm thinking between 4 and 5k. Been waiting for quote from electrician for 3 months. He trying to source a part but having difficulty. As they have to do a little bit of trenching they want to do it in the next couple of weeks.

Lyle Simonson

Facility Officer / Operations Branch

Canada Border Services Agency

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---

**From:** Elborn, Edward (Ted)  
**Sent:** September 27, 2016 12:16 PM  
**To:** Simonson, Lyle  
**Subject:** RE: Wild Horse - Dorm Trailer

Lyle,

I take it there will be some more work and another commitment to complete the electrical? When is this to be done and what's the estimate of cost?

Ted

Ted Elborn, MAATO, PMP  
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---

**From:** Simonson, Lyle  
**Sent:** September 27, 2016 9:47 AM  
**To:** Elborn, Edward (Ted)  
**Subject:** RE: Wild Horse - Dorm Trailer

\$8,500.00 under PO 2017000903.

Note there is a transfer switch to put in for the generator that I have not been able to determine cost of yet. This work was a result of taking the houses off power and transferring it to the trailer so Gilles advised to put it through this project. Currently they are using a manual switch but the electrician said there is potential to damage equipment doing that.

Lyle Simonson

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---

**From:** Elborn, Edward (Ted)  
**Sent:** September 26, 2016 9:20 AM  
**To:** Simonson, Lyle  
**Subject:** RE: Wild Horse - Dorm Trailer

Thanks,

What is the final expenditure?

Ted

Ted Elborn, MAATO, PMP

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---

**From:** Simonson, Lyle  
**Sent:** September 23, 2016 1:51 PM  
**To:** Elborn, Edward (Ted)  
**Subject:** RE: Wild Horse - Dorm Trailer

This work has been completed.

Lyle Simonson

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**From:** Elborn, Edward (Ted)  
**Sent:** August 22, 2016 11:43 AM  
**To:** Simonson, Lyle  
**Subject:** RE: Wild Horse - Dorm Trailer

Thanks,

Would you keep me apprised of the progress and when the work is complete.

Ted

Ted Elborn, MAATO, PMP

Project Manager/Gestionnaire de projet  
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---

**From:** Simonson, Lyle

**Sent:** August 22, 2016 10:33 AM  
**To:** Elborn, Edward (Ted)  
**Subject:** RE: Wild Horse - Dorm Trailer

Regional procurement has sent out documents for the contractor to sign. I talked with contractor this morning and we should have signed contract this afternoon. The contract is under PO 2017000903. Work is required as the trailer is not level. These funds were carried over from last fiscal. Approximately \$20k.

Thanks,

Lyle Simonson

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**From:** Elborn, Edward (Ted)  
**Sent:** August 19, 2016 9:25 AM  
**To:** Simonson, Lyle  
**Subject:** RE: Wild Horse - Dorm Trailer

Lyle,

Is this work complete? There is no commitment in the system apparently.

Let me know what the plan is when you return.

Thanks,

Ted

Ted Elborn, MAATO, PMP  
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**From:** Simonson, Lyle  
**Sent:** July 14, 2016 5:33 PM  
**To:** Elborn, Edward (Ted)  
**Subject:** RE: Wild Horse - Dorm Trailer

Pour sidewalk and pour concrete forms at either end to stop trailer from sinking. I'm trying not to spend too much money as the trailer may get moved if it's in the way of port replacement. As this will be less than 10K I am also going to get them to haul out some topsoil and then have the cleaner/maintenance contractor seed some grass

around it as its all prairie grass and very sparse so gets muddy when it rains. Hoping the work occurs in the next couple of weeks.

Lyle Simonson

Facility Officer / Operations Branch

Canada Border Services Agency

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---

**From:** Elborn, Edward (Ted)

**Sent:** July 14, 2016 3:29 PM

**To:** Simonson, Lyle

**Subject:** RE: Wild Horse - Dorm Trailer

Thanks,

What's left to do?

Ted

Ted Elborn, MAATO, PMP

Project Manager/Gestionnaire de projet

Canada Border Services Agency/Agence des services frontaliers du Canada

Infrastructure and Environmental Operations Directorate/Comptrollership Branch

Infrastructure et opérations environnementales/La Direction générale du contrôle

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**From:** Simonson, Lyle

**Sent:** July 14, 2016 5:27 PM

**To:** Elborn, Edward (Ted)

**Subject:** RE: Wild Horse - Dorm Trailer

No SSA. I am doing the work myself. Copy of last business case:

<< File: Revised Business Case Wildhorse Dorm Trailer.xlsx >>

Lyle Simonson

Facility Officer / Operations Branch

Canada Border Services Agency

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---

**From:** Elborn, Edward (Ted)  
**Sent:** July 14, 2016 1:56 PM  
**To:** Simonson, Lyle  
**Subject:** Wild Horse - Dorm Trailer

Hi Lyle,

What's the status of the dorm trailer project at Wild Horse. I understand that the amount identified for this FY (\$19K) is just a carry over to complete the project. Is there an SSA in place for this year? Can I have a copy? Was there ever a business case prepared for this and can we have a copy for our files as well?

Thanks,

Ted

Ted Elborn, MAATO, PMP  
Project Manager/Gestionnaire de projet  
Canada Border Services Agency/Agence des services frontaliers du Canada  
Infrastructure and Environmental Operations Directorate/Comptrollership Branch  
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## Crupi, Kayla

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**From:** Simonson, Lyle  
**Sent:** May 4, 2015 04:38 PM  
**To:** Michael, Connie  
**Subject:** RE: Wild Horse purchase of two trailers.  
**Attachments:** Business Case Wildhorse Dorm Trailer.xlsx; Wildhorse 8 person dorm SOW.doc

Attached. Please review to ensure it is ok.

Thanks,

Lyle Simonson

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---

**From:** Michael, Connie  
**Sent:** April 30, 2015 9:36 AM  
**To:** Simonson, Lyle  
**Cc:** Tessier, LucieI  
**Subject:** RE: Wild Horse purchase of two trailers.

Lyle – Please complete this business case along with all the attachments for the statement of work. The business case is required because the price is over \$100K.

Thanks,

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
[Connie.Michael@cbsa-asfc.gc.ca](mailto:Connie.Michael@cbsa-asfc.gc.ca) / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

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---

**From:** Simonson, Lyle  
**Sent:** April 30, 2015 9:57 AM  
**To:** Michael, Connie  
**Subject:** RE: Wild Horse purchase of two trailers.

I don't have anything from him.

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
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---

**From:** Tessier, LucieI  
**Sent:** April 30, 2015 8:48 AM  
**To:** Simonson, Lyle; Michael, Connie  
**Subject:** RE: Wild Horse purchase of two trailers.

Hi,

The only documentation I have is an e-mail from Ed Lane approving the option of renting a trailer until purchase is made of two trailers. Please provide me a BC.

Thanks.  
Lucie

Lucie Tessier  
Senior Project Officer/Comptrollership Branch  
Canada Border Services Agency / Government of Canada  
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---

**From:** Simonson, Lyle  
**Sent:** April 30, 2015 9:33 AM  
**To:** Michael, Connie; Tessier, LucieI  
**Subject:** RE: Wild Horse purchase of two trailers.

We are actually looking to purchase what's referred to as a Texas camp trailer that can sleep 8 people. This can be achieved for significantly less cost than building something on site and it's what the officers have requested.

The houses also had significant mouse problems. Due to the age of the structures we were fighting a losing battle trying to keep them out.

Lyle Simonson

Facility Officer / Operations Branch  
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---

**From:** Michael, Connie  
**Sent:** April 30, 2015 6:01 AM  
**To:** Tessier, LucieI  
**Cc:** Simonson, Lyle  
**Subject:** RE: Wild Horse purchase of two trailers.

Hi Lucie – These trailers were to replace the housing. The current residences had to be abandoned because of the infestation of bats. Right now we are renting and it is way cheaper to buy and we need this housing for the Southern Alberta District.

Lyle – please provide any comments that I am missing.

Thanks,

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
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---

**From:** Tessier, LucieI  
**Sent:** April 29, 2015 4:43 PM  
**To:** Michael, Connie  
**Subject:** RE: Wild Horse purchase of two trailers.

Hi Connie, why would the region spend \$280K for two trailers when the port will be replaced during the P3 Project?

Lucie

Lucie Tessier  
Senior Project Officer/Comptrollership Branch  
Canada Border Services Agency / Government of Canada  
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---

**From:** Michael, Connie  
**Sent:** April 14, 2015 5:09 PM  
**To:** Tessier, LucieI  
**Subject:** Re: Wild Horse purchase of two trailers.

No not this year. They will be purchased in 15/16.

---

Sent from my BlackBerry handheld.  
Envoyé à partir de mon BlackBerry.

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**From:** Tessier, LucieI  
**Sent:** Tuesday, April 14, 2015 05:04 PM Eastern Standard Time  
**To:** Michael, Connie  
**Subject:** Wild Horse purchase of two trailers.

Hi Connie,

Where the two trailers purchased? I had \$280K as an estimate.

Lucie

Lucie Tessier  
Senior Project Officer/Comptrollership Branch





## BUSINESS CASE

### A - PROJECT MANAGEMENT INFORMATION

Project Title Wildhorse Dorm trailer	Project Originator Connie Michael	Start Date (yyyy-mm) 2015-04-01
Project Driver Health and Safety	Multi year project	End Date (yyyy-mm) 2016-03-01

### B - TYPE OF PROJECT

☐ Accommodation ☐ Environment ☒ Capital POE ☐ Capital - Other ☐ O&M

### C - TYPE OF APPROVAL REQUIRED

☒ Preliminary (\$280,000.00) ☐ Effective ☐ Revised (Cost Overrun)

### D - PROJECT FINANCIAL INFORMATION

Regional / HQ Program Area IEOD	Source of Funds HQ-EIOD	Type of Funds Capital O&M Both	Estimated Cost \$ 280,000
Project Endorsed By (RDG/DG) Kim Scoville, RDG Prairie Region			Fiscal Year (s) (yyyy-yyyy) 2015-2016

### E - PROJECT NATURE (Check the boxes that correspond to your situation)

SPACE COMPONENTS ☒ N/A

Space Type:

☐ Leased ☐ Section 6 ☐ Custodial ☐ Postal  
☐ Relocation  
     ☐ End of Lease ☐ Renewal ☐ Forced Move  
☐ Expansion ☐ Consolidation ☐ Space Optimization (Workplace 2.0)

CUSTODIAL TYPE OF PROJECT ☒ N/A

☐ Replacement ☐ Addition ☐ Repairs ☐ Fit-up

OTHER TYPE OF PROJECT ☒ N/A

☐ Contaminated Site Remediation ☐ Environment ☐ Security

### F - SPACE ENTITLEMENT SUMMARY

#### EXISTING

FTE			m <sup>2</sup> u			Ratio Office
Office	SPS	Total	Office	SPS	Total	m <sup>2</sup> u/FTE

#### SPACE ENTITLEMENT

FTE			m <sup>2</sup> u			Ratio Office
Office	SPS	Total	Office	SPS	Total	m <sup>2</sup> u/FTE

Shift Workers ☐ Yes ☒ N/A If applicable, how many:

Hotelling Workstations ☐ Yes ☒ N/A If applicable, how many:

Workplace 2.0 calculation sheet included? ☐ Yes

Explain variances:



## G- COMPREHENSIVE PROJECT DESCRIPTION

### 1- BACKGROUND AND NEEDS

Describe all components of the project background and needs ([Explain](#) project driver)

Bat and mouse infestation in the summer of 2014 have made the two houses unsafe to live in. Staff are currently sleeping in a rented trailer. The houses are old having been built in the 1920's and 1940's. Cost to remediate the

### 2- PORT PROFILE

Hours of Operations		Service Offered		National Port Risk Assessment (2010)	Total FTEs
Travellers	Commercial	Commercial	Traveller	Immigration	
Number of Travellers		Infrastructure/Facility Conditions			
2010/11	2011/12				

### 3- CURRENT STATUS

### 4- PROJECT OPTIONS AND RECOMMENDATION (including costs)

#### Options

Continue renting the trailer that is set up at the port at a cost of a \$180/day. At some point permanent housing is going to be needed so continueing to rent long term

#### Recommendation

Proceed with procurement tendering out construction of an 8 person sleeping dormitory.

### 5- RISK ANALYSIS

Risk at this stage is all financial. Staff will not live in the houses so we would continue renting trailer to ensure they have a clean, safe place to live.

### 6- PROJECT PHASES AND KEY ACTIVITIES

Describe all project phases and timelines

Phases - Key Activities	Details - Comments	Duration (Weeks)
Planning/Inception		
Statement of Requirement (SOR) Business Case - RPIB Project Charter		
RPIB Approval - Preliminary or Effective		
Design		
Tendering Process Contract Award Approval of Plans & Specs Indicative Cost Estimate		
RPIB Approval - Explanation of Budget Variance		
Implementation		
Procurement and Tendering Contract Award Substantive Cost Estimate		
Closeout		
Post Occupancy Evaluation		



7- FINANCIAL DETAILS						
Complete table below						
CBSA Real Property Cash Flow	Responsible Cost Center	2013/14	2014/15	2015/16	2016/17	2017/18
1. Rent ( ---\$/m2R - if ECF)						
2. Fit-up Costs (--- \$/m2U)						
3. Construction Costs						
4. Fit-up Fees (if SPS top up only)						
5. PWGSC Fees + Disbursements						
6. SNC Lavalin Fees & Disbursements						
7. Consultants Design 10% Costs						
8. Disbursements						
9. CBSA Travel Costs						
10. CBSA Management Cost						
11. Risk Allowance (____%) of item X above						
12. Contingency (____%) of						
13. CBSA Furniture & Equipment and Technology & Electronics						
14. CBSA Security Cost						
8- SUPPORTING DOCUMENTS ATTACHED						
Describe all supporting documents						
H - THE FOLLOWING SECTIONS MUST BE COMPLETED BY THE PROJECT REVIEWERS/ORIGINATOR						
Criteria	Rational	Weighting	Score (0-5)	Weight		
1. Contribution to CBSA Strategic Outcomes (Mission and Mandate)		30		0		
2. Contribution to CBSA Asset Management Objectives and Strategies		30		0		
3. Timing		15		0		
4. Contribution to CBSA Financial Performance		15		0		
5. Contribution to Broader Government Priorities, Policies and Initiatives		10		0		
				<b>TOTAL :</b>	<b>0</b>	
Reviewed by the Originator	Date (yyyy-mm-dd)	Recommendation from Sub-Committee Proceed      Decline      Further Info Needed				
Reviewed by Comptrollership	Date (yyyy-mm-dd)					
REAL PROPERTY INVESTMENT BOARD COMMENTS AND DECISIONS ON THE PROJECT						
Approved By				Date (yyyy-mm-dd)		
PROJECT MAY PROCEED		PROJECT REJECTED		FURTHER INFO NEEDED		
Explanation (if necessary)						



## **Requisitions for Professional Services Contracts**

### **Annex A - Statement of Work**

#### **1. Title**

Staff housing, Wildhorse, AB.

#### **2. Objective**

Design and build an 8 person dormitory style home for staff housing at the port of Wildhorse. Intent of this process is for the contractor to build this off site and deliver to the port. 3 floor plan samples have been included with this statement of work as an example of what we are looking for.

#### **3.1 Scope of Work**

- a. Design, build, transport and install dorm style housing unit at the port of Wildhorse, AB.
- b. The trailer must meet CAN/CSA-Z241 SERIES-03 (latest edition) standards and the National building Code.
- c. Contractors are to provide floor plan of proposed building along with quote.

#### **3.2 Specifications:**

The home must be equipped with what is considered standard amenities for the industry, and must include and meet or exceed the following specifications:

##### **3.2.1 Size/floor plan**

- a. Minimum of 1,500 sq ft. Intent is to allow contractors to build within their parameters and be creative. E.g. 2 smaller units could be delivered to site and joined together on site.
- b. 8 bedrooms, 6.5 m2 or 70 square feet. Each room to include a small closet. Bedroom doors to be individually locked and keyed. Each bedroom must have an operable window.
- c. Full kitchen with 2 stoves and 2 fridges
- d. Living/dining area required. Minimum 23.2 m2 or 25 square feet
- e. 2 wash/locker rooms (male and female) required. Each washroom to have minimum 2 showers, 2 toilets (men's can be one toilet and one urinal) and double sink in vanity with mirror. Toilets are to be separated with partitions and include doors.
- f. Laundry room can be separate or included as part of the mechanical room
- g. Mechanical room accessible from inside and out
- h. One vestibule/mud room with coat hooks and boot storage for 8 persons

##### **3.2.2 Exterior**

- a. Entire exterior to be steel wrapped including bottom
- b. Home is to be set on steel skid frame like what is used on oilfield dorm trailers. This will not be set on footings or piles but rather rest on the skids.



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- c. One frost free tap
- d. Primary entry doors to be 36" and secondary doors 32".
- e. Light at each entrance door
- f. Two exterior GFI receptacles, one on each side of home
- g. Installed dryer vent to accommodate gas dryer.

### **3.2.3 Interior**

- a. Minimum R40 insulation in roof.
- b. Minimum R20 insulation in walls.
- c. Minimum R20 insulation in floor.
- d. Water shut off valves throughout
- e. Dual pane Low E Argon filled operable windows and sills complete with screens
- f. High quality linoleum or other vinyl style flooring throughout the trailer
- g. Pre finished interior doors
- h. Blinds or shades on all windows
- i. Pre wired for telephone hook-up. Phone to be located in living room area
- j. Pre wired for satellite TV hook-up. In living room and each bedroom
- k. Laminate counter tops
- l. Solid wood cupboards
- m. Dual steel sink in kitchen
- n. Plumbed for washer, gas hook ups for dryer
- o. Plumbing in kitchen for dishwasher
- p. Floor drains in washrooms and mechanical room

### **3.2.4 Appliances**

- a. 2 full size electric oven/stoves
- b. 2 fridges, minimum 20 cubic feet
- c. Dishwasher
- d. Washing machine
- e. Gas dryer
- f. Microwave

### **3.2.5 Safety**

- a. Hard wired carbon monoxide/smoke detectors in main living area as well as each bedroom
- b. Fire extinguishers throughout as per fire code

### **3.2.6 Mechanical & Electrical**

- a. Minimum 40 gallon gas water heater or suitable gas tank-less water heater for size of the building
- b. High efficient gas furnace suitable to the size of the building
- c. Air Conditioning unit suitable to the size of the building
- d. Minimum 100 amp electrical service panel
- e. 2 or 3 dual electrical plugs in each bedroom
- f. Ceiling light fixtures and ambiance lighting

**Canada** 



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Services Agency

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frontaliers du Canada

### 3.2.7 Services

- a. All services are to enter into the mechanical room through the wall or the floor
- b. Required services are electricity, gas, phone, satellite, water and sewer.
- c. Contractor will need to provide a solution for water and sewer lines so they don't freeze in winter.

## Crupi, Kayla

---

**From:** Anderson, Darryl  
**Sent:** August 27, 2014 02:08 PM  
**To:** Simonson, Lyle; Michael, Connie  
**Subject:** RE: Wildhorse

I would definitely agree with that....was just thinking beds and couches, chairs...

---

**From:** Simonson, Lyle  
**Sent:** August 27, 2014 12:01 PM  
**To:** Michael, Connie  
**Cc:** Anderson, Darryl  
**Subject:** RE: Wildhorse


Things like tables, dressers, etc can be cleaned up easily enough to re-use I would think. If we have restoration company there demolishing houses it would be easy enough to get them disinfected and cleaned.

---

**From:** Michael, Connie  
**Sent:** August 27, 2014 11:08 AM  
**To:** Anderson, Darryl; Simonson, Lyle  
**Subject:** RE: Wildhorse

Hi Darryl – Your comments and input is always appreciated. We did factor in \$5K for furniture. Any other cost saving measures are possible but we wanted to ensure we figure on the high side to be able to provide what you need.

Lyle – great work Lyle.

**Connie Michael**, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

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Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Anderson, Darryl  
**Sent:** August 27, 2014 12:04 PM  
**To:** Simonson, Lyle; Michael, Connie  
**Subject:** RE: Wildhorse

Thanks,

In response to #7, we have never treated these places as the employee's residences, we have always supplied the furniture. I had recently just purchased some new beds for the recruits. I am not sure I would like to use the furniture that has been in there in light of why we are demolishing the buildings.

Wildhorse is unique in this regards but it is the only way it seems to work.

There is no cell phone service at the port so that isn't an option. They do pay for their own phones and Internet in the old houses.

That is what I can add to this...please let me know what I can do to help D

---

**From:** Simonson, Lyle  
**Sent:** August 27, 2014 10:57 AM  
**To:** Michael, Connie; Anderson, Darryl  
**Subject:** RE: Wildhorse

Estimate as follows:

1. Purchase 2 trailers with two bedrooms and two baths each Starting price is \$75,000 for 3 bed, 2 bath. Based on this I would suggest \$190,000 for 2 to give ourselves a cushion. Comes with 3 appliances, fridge, stove, dishwasher
2. Hook up to electrical, water and septic systems – is present system able to accommodate \$30,000 for utilities, water and sewer for both trailers
3. Air conditioning to both trailers \$4,500 each or \$9,000 total
4. Demolish existing houses Onside Restoration gave class D quote of \$165,000. Buildings contain asbestos which adds to price
5. Skirting & stairs to trailer see 6.
6. Site preparation for the trailers – gravel & sidewalk pavers etc. \$30,000 for both trailers, this would include skirting and stairs. This includes piles for trailer to sit on.
7. Furniture for the new trailers – use old from houses? \$5,000, for new. Not sure why we would provide furniture. In Saskatchewan we don't provide any.
8. Landscaping to decommission the existing houses included in the demolition. Note demolition quote accounts for concrete being left in basement hole
9. Landscaping for new trailers Not required
10. Telephone hook up see 2.
11. Parking area – as required existing parking is sufficient
12. Phone is the responsibility of the landlord? Monthly fee is tenant. Any internet and or TV cable/satellite is the responsibility of the tenant. Everyone uses cell phones. It's rare they hook up land line at the houses. Currently CBSA pays utilities

Total Class D estimate is \$429,000 plus whatever fees public works charges us. \$264,000 to buy and set up trailers without tearing down houses

---

**From:** Michael, Connie  
**Sent:** August 27, 2014 10:51 AM  
**To:** Anderson, Darryl  
**Cc:** Simonson, Lyle  
**Subject:** RE: Wildhorse

Hi Darryl – Lyle will action the items you mentioned below. In regards to the housing in Wildhorse, I raised it again with Brent this morning. I have sent two follow-up emails to HQ to request funding to proceed and approval as well. Nothing yet. Brent is going to call HQ to discuss.

Lyle has made me aware of our “window of opportunity” so he is lobbying on your behalf with me. As soon as I can secure funding, Lyle will action the next steps in proceeding with the work.

Lyle – Can you please send Darryl your class D estimate you sent me.

Thanks,

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure



Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

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Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Anderson, Darryl  
**Sent:** August 27, 2014 9:34 AM  
**To:** Michael, Connie  
**Cc:** Dyck, Ronald; Hewson, Kevin  
**Subject:** Wildhorse

Good Morning Connie,

I just wanted to touch base quick to see where we may be at or finding replacement accommodation for POE Wildhorse for the Winter? Almost end of August and I haven't heard anything recently about the direction we are going to go?

The travel trailers have worked well but we are about a month away from needing something else?

On a side note, I was also wondering if we were going to get the ducts cleaned in the Port inside and out and get that basement in the Port a good cleaning?

Thanks Again...Darryl

Darryl Anderson  
Superintendent Division II  
Del Bonita, Wildhorse, Lethbridge  
Southern Alberta and Southern Saskatchewan District  
Canada Border Services Agency / Government of Canada  
[Darryl.Anderson@cbsa-asfc.gc.ca](mailto:Darryl.Anderson@cbsa-asfc.gc.ca) / Tel: 403-758-3613 / TTY: 866-335-3237  
Surintendant Division II  
Del Bonita, Wildhorse, Lethbridge  
District du sud de l'Alberta et du sud de la Saskatchewan  
Agence des services frontaliers du Canada / Gouvernement du Canada  
[Darryl.Anderson@cbsa-asfc.gc.ca](mailto:Darryl.Anderson@cbsa-asfc.gc.ca) / Tel. : 403-758-3613 / ATS : 866-335-3237

## Crupi, Kayla

---

**From:** Offerman, Miranda on behalf of PRA-CBSA-Region, Procurement  
**Sent:** January 12, 2015 01:44 PM  
**To:** Simonson, Lyle  
**Cc:** Michael, Connie  
**Subject:** RE: Wildhorse dorm housing

The original Req. was deleted.

*Miranda*

Miranda Offerman  
A/Procurement Officer, CPSD, Prairie Region  
**CBSA | Government of Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | **New** Tel: (204) 983-4431

Agent d'approvisionnement intérimaire, DSIP, Région des prairies  
**ASFC | Gouvernement du Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | **Nouveau** Tél: (204) 983-4431

---

**From:** Simonson, Lyle  
**Sent:** January 12, 2015 12:29 PM  
**To:** PRA-CBSA-Region, Procurement  
**Cc:** Michael, Connie  
**Subject:** RE: Wildhorse dorm housing

Does the old one work that we did for the other two trailers?

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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---

**From:** Offerman, Miranda **On Behalf Of** PRA-CBSA-Region, Procurement  
**Sent:** January 12, 2015 11:33 AM  
**To:** Simonson, Lyle  
**Cc:** Michael, Connie  
**Subject:** RE: Wildhorse dorm housing

Hi Lyle

The next item I'll need for the Wildhorse Dorm. is a Requisition – Could you please complete a Req. and email me back?

Thank you,

*Miranda*

Miranda Offerman  
A/Procurement Officer, CPSD, Prairie Region  
**CBSA | Government of Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | **New** Tel: (204) 983-4431

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---

**From:** Simonson, Lyle  
**Sent:** December 12, 2014 1:15 PM  
**To:** Offerman, Miranda  
**Cc:** Desmarais, Sylvie; Michael, Connie; Anderson, Darryl  
**Subject:** RE: Wildhorse dorm housing

Miranda,

Revised statement of work from meeting this morning. Note I removed comments regarding lowest bid or requirements not being met for the SOW. I will let you decide what should be put in the package to PWGSC regarding that type of information.

Thanks,

Lyle

---

**From:** Desmarais, Sylvie  
**Sent:** December 10, 2014 5:27 PM  
**To:** Simonson, Lyle  
**Cc:** Offerman, Miranda; Michael, Connie; Anderson, Darryl  
**Subject:** Wildhorse dorm housing

thank you Lyle for this information. I think the 3 proposed floor plans provide a good idea of what CBSA is looking for.

I have some comments included in the attached SOW and as follows:  
I am concerned that it will not be possible to be fair and transparent in the evaluation of the proposals if we indicate in the SOR that the lowest price will not necessarily be accepted and that CBSA will pick which floor plan best suits the housing needs of staff. Also making it difficult is the statement that if certain requirements (E.g. room size) cannot be met CBSA will consider the bidder's explanations on how they can accommodate our needs.

To avoid this situation, my recommendation would be to hire an architect to prepare ONE conceptual floor plan including furniture layout, to CBSA's liking prior to bidding. This could also narrow down a realistic size for the building (1500 sq ft in the SOR but 2100 sq ft in the sample floor plans).

thank you,

**Sylvie Desmarais**, Arch. and Eng. | arch. et ing.  
Director, Strategic Planning and Project Delivery |  
Directrice, Planification stratégique et réalisation des projets  
Infrastructure and Environmental Operations Directorate |  
Direction de l'infrastructure et des opérations environnementales

Comptrollership Branch | Direction du contrôle  
Canada Border Services Agency | Agence des services frontaliers du Canada  
333 North River Road, Tower A, 18th Floor | 333, chemin River Nord, tour A, 18<sup>e</sup> étage  
Vanier Ontario K1A 0L8  
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Facsimile | télécopieur (xxx) xxx-xxxx  
E-mail | courriel [Sylvie.Desmarais2@cbsa-asfc.gc.ca](mailto:Sylvie.Desmarais2@cbsa-asfc.gc.ca)

---

**De :** Simonson, Lyle  
**Envoyé :** 10 décembre, 2014 11:54  
**À :** Desmarais, Sylvie; Michael, Connie; Anderson, Darryl  
**Cc :** Offerman, Miranda  
**Objet :** Wildhorse dorm housing

I have attached statement of work with requirements as well as 3 sample floor plans. If I could get all of you to have a look at it and provide insight on what we may be missing or required. Then we can send the final plan to procurement so they can work with PWGSC to get this posted.

Thanks,

Lyle Simonson / Facility Officer / Corporate Programs Services Division  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Lyle Simonson / Agent des installations / Division des services corporatifs et des programmes  
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## Crupi, Kayla

---

**From:** Anderson, Darryl  
**Sent:** November 21, 2016 05:32 PM  
**To:** Simonson, Lyle  
**Subject:** RE: Wildhorse dorm lock

They will be bringing a lock correct as the ones you sent were installed at Del bo...? Thanks Lyle

---

**From:** Simonson, Lyle  
**Sent:** November 18, 2016 2:11 PM  
**To:** Anderson, Darryl  
**Cc:** Singer, Steve  
**Subject:** Wildhorse dorm lock

It took a while but I finally got approval to put in the push button style lock you had requested. Keyway Locks out of Medicine Hat have indicated they will be down there on Nov. 24<sup>th</sup> to install it.

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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## Crupi, Kayla

---

**From:** Simonson, Lyle  
**Sent:** November 22, 2016 08:22 AM  
**To:** Anderson, Darryl  
**Subject:** RE: Wildhorse dorm lock

Yes. The ones I had don't fit that door configuration. They have a different design that works with the panic bar.

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
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---

**From:** Anderson, Darryl  
**Sent:** November 21, 2016 4:32 PM  
**To:** Simonson, Lyle  
**Subject:** RE: Wildhorse dorm lock

They will be bringing a lock correct as the ones you sent were installed at Del bo...? Thanks Lyle

---

**From:** Simonson, Lyle  
**Sent:** November 18, 2016 2:11 PM  
**To:** Anderson, Darryl  
**Cc:** Singer, Steve  
**Subject:** Wildhorse dorm lock

It took a while but I finally got approval to put in the push button style lock you had requested. Keyway Locks out of Medicine Hat have indicated they will be down there on Nov. 24<sup>th</sup> to install it.

Thanks,

Lyle Simonson

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Canada Border Services Agency  
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## Crupi, Kayla

---

**From:** Simonson, Lyle  
**Sent:** October 27, 2016 12:24 PM  
**To:** Offerman, Miranda  
**Subject:** RE: Wildhorse dorm trailer

Awesome. Thanks a million.

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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---

**From:** Offerman, Miranda  
**Sent:** October 27, 2016 10:18 AM  
**To:** Simonson, Lyle  
**Subject:** RE: Wildhorse dorm trailer

Here you go Lyle ☺

*Miranda*

Miranda Offerman  
Procurement Officer, Corporate and Program Services Division, Prairie Region  
**Canada Border Services Agency (CBSA) | Government of Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | Tel: (204) 983-4431 | TTY: 866-335-3237

Agent d'approvisionnement, Division des services intégrés et des programmes, Région des prairies  
**Agence des services frontaliers du Canada (ASFC) | Gouvernement du Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | Tél: (204) 983-4431 | ATS: 866-335-3237

---

**From:** Simonson, Lyle  
**Sent:** October 26, 2016 2:03 PM  
**To:** Offerman, Miranda <[MIRANDA.OFFERMAN@cbsa-asfc.gc.ca](mailto:MIRANDA.OFFERMAN@cbsa-asfc.gc.ca)>  
**Subject:** Wildhorse dorm trailer

As discussed. Do you have a copy of the bid that Horizon North submitted a year ago for the Wildhorse dorm trailer?

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

## Crupi, Kayla

---

**From:** KEYWAY SECURITY LOCKSMITHS <keywaylocks@hotmail.com>  
**Sent:** November 28, 2016 01:52 PM  
**To:** Simonson, Lyle  
**Subject:** Re: Wildhorse dorm trailer lock  
**Attachments:** Invoice 69894.pdf

Hello,

As requested, please see the attached invoice for Wildhorse Border Crossing. Thank you.

Jen

**Keyway Security Locksmiths Ltd.**  
**1795 Dunmore Rd. SE**  
**Medicine Hat, AB T1A 1Z8**  
**ph: 403-526-4322**  
**fax: 403-528-8265**  
**keywaylocks@hotmail.com**

---

**From:** Simonson, Lyle <Lyle.Simonson@cbsa-asfc.gc.ca>  
**Sent:** November 18, 2016 12:22:22 PM  
**To:** 'Keyway Security Locksmiths'  
**Subject:** RE: Wildhorse dorm trailer lock

It took a while but I finally have approval to get this work done. Can you advise when you are able to go out so I can advise them to expect you?

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations  
Agence des services frontaliers du Canada  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237

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**From:** Keyway Security Locksmiths [mailto:keywaylocks@hotmail.com]  
**Sent:** October 25, 2016 1:24 PM  
**To:** Simonson, Lyle  
**Subject:** Re: Wildhorse dorm trailer lock

Hello Lyle,

I was unaware but there also needs to be a cover plate put on the door as well and the cost of the plate is plus GST. Sorry about that.

Thank you.



Jen

***Keyway Security Locksmiths Ltd.***  
**1795 Dunmore Rd. SE**  
**Medicine Hat, AB T1A 1Z8**  
**ph: 403-526-4322**  
**fax: 403-528-8265**  
**keywaylocks@hotmail.com**

---

**From:** Keyway Security Locksmiths <[keywaylocks@hotmail.com](mailto:keywaylocks@hotmail.com)>  
**Sent:** October 25, 2016 12:00:16 PM  
**To:** Simonson, Lyle  
**Subject:** Re: Wildhorse dorm trailer lock

Hello Lyle,

As per your request, the cost for the locksmith to replace the lock on the trailer to a Unican are as follows:

Service Call -  
Mileage (140km @\$1.85/km) -  
1 new KABA E5010 pushbutton lock -  
Labour to remove and reinstall all hardware -  
Subtotal - \$1405.00 plus GST

After looking at the pictures that you had sent us, the locksmith determined this is the most viable option for you. I have also attached pictures of a recent job that installed the same system. If you have further questions or wish to go ahead with this job, please contact us.

Thank you.

Jen

***Keyway Security Locksmiths Ltd.***  
**1795 Dunmore Rd. SE**  
**Medicine Hat, AB T1A 1Z8**  
**ph: 403-526-4322**  
**fax: 403-528-8265**  
**keywaylocks@hotmail.com**

---

**From:** Simonson, Lyle <[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)>  
**Sent:** October 24, 2016 1:54:49 PM  
**To:** 'keywaylocks@hotmail.com'  
**Subject:** Wildhorse dorm trailer lock

I have attached pictures of the door. As discussed is there a Unican style lock that can be installed on the door? If not do you have another style of lock that would work? We want a keypad so it can be unlocked with a code (Unican preferred but will consider options). As discussed if you could provide a couple options with pricing to go out and install. Wildhorse is approximately 130km from Medicine Hat.

Lyle Simonson

Facility Officer / Operations Branch

Canada Border Services Agency

[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations

Agence des services frontaliers du Canada

[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237

ALBERTA CERTIFIED  
JOURNEYMAN LOCKSMITH

AUTHORIZATION  
FOR SECURITY / EMERGENCY SERVICE  
LICENSED AND BONDED



KEYWAY SECURITY LOCKSMITHS  
LTD.

1795 Dunmore Road S.E.  
Medicine Hat, Alberta T1A 1Z8  
Phone: 403-526-4322

NAME: ... Canada Border Services .....

ADDRESS: Po. Box 4080  
Regina, SK S4P 3W5 .....

I hereby certify and covenant that I have the lawful authority to order the lock, key, or security work designed. Further, I agree to absolve the bonded and insured locksmith who bears this authorization from any and all claims arising from the performance of such work and/or not to hold him responsible for any reason whatsoever.

I further agree to pay forthwith the charges as set out herein and that all sums due and owing shall bear interest at the rate of two (2%) percent per month from the date hereof until paid, the said interest to be compounded semi-annually.

DATE: Nov 28/16 .....

Service call .....

Mileage (140km @ 1.85/km) .....

1-new KABA E5010 Combo  
lock .....

1-new cover plate .....

Labour to install .....

1435.00

PLEASE PAY BY INVOICE  
NO STATEMENT WILL BE ISSUED

G.S.T. 71.75

G.S.T. Registration No. R124204561

TOTAL 1506.75

This Form approved by the Bonding Authority of the Insured Locksmith and Safemen of America Inc.

INVOICE 69894

Signature .....







## Crupi, Kayla

---

**From:** Offerman, Miranda on behalf of PRA-CBSA-Region, Procurement  
**Sent:** November 18, 2016 11:53 AM  
**To:** Manaigre, Sharon  
**Cc:** ABRAHAM, GILLES; Simonson, Lyle  
**Subject:** RE: Wildhorse Dorm Trailer  
**Attachments:** Contract 2017000903 (Complete) - Prairie Concrete - Concrete&TrailerLeve....pdf

Hi Sharon

Contract 2017000903 was done up for the sidewalk and trailer leveling this year (Aug 11 – Oct 31/16).

*Miranda*

Miranda Offerman  
Procurement Officer, Corporate and Program Services Division, Prairie Region  
**Canada Border Services Agency (CBSA) | Government of Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | Tel: (204) 983-4431 | TTY: 866-335-3237

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---

**From:** Manaigre, Sharon  
**Sent:** November 17, 2016 3:54 PM  
**To:** PRA-CBSA-Region, Procurement <[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca)>  
**Cc:** ABRAHAM, GILLES <[GILLES.ABRAHAM@cbsa-asfc.gc.ca](mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca)>; Simonson, Lyle <[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)>  
**Subject:** Wildhorse Dorm Trailer

Hi,

Gilles informs me that a sidewalk was put in at Wildhorse this year. I cannot find anything in my commitment reports. Any light you can shed on this would be greatly appreciated.

Thank you.

Sharon Manaigre  
A/Facilities/Telecommunication Officer  
Canada Border Services Agency/Government of Canada  
[Sharon.manaigre@cbsa-asfc.gc.ca](mailto:Sharon.manaigre@cbsa-asfc.gc.ca) / Tel: 204-983-1902 / 866-335-3237

Sharon Manaigre  
Agent des installations/télécommunications  
Agence des services frontaliers du Canada / Gouvernement du Canada  
[Sharon.manaigre@cbsa-asfc.gc.ca](mailto:Sharon.manaigre@cbsa-asfc.gc.ca) / Tel: 204-983-1902 / ATS: 866-335-3237



## CONTRACT FOR SERVICES

pg. 1

<b>CONTRACT NUMBER</b> 2017000903		<b>CONTRACT DATE (dd/mm/yyyy)</b> 10/08/2016	
<b>1. ISSUING OFFICE</b>  Her Majesty the Queen in Right of Canada as represented by the Minister of Public Safety for:  Canada Border Services Agency (CBSA) 100 - 269 Main Street Winnipeg, MB R3C 1B9  <b>Contracting Authority:</b> Miranda Offerman  <b>Branch/Division:</b> Administration and Materiel Management  <b>Title:</b> Procurement Officer  <b>Project Authority:</b> Lyle Simonson  <b>Tel. &amp; Area Code:</b> 306-780-8372		<b>2. CONTRACTOR INFORMATION</b>  <b>Company Name:</b> Prairie Concrete Construction  <b>Address:</b> Box 40029 Medicine Hat, AB T1B 4S6  <b>Contact:</b>  <b>Tel.:</b> 403-526-8789 <b>Fax:</b>	
<b>PROJECT NAME</b>  Concrete Sidewalk & Trailer Leveling - Wildhorse AB	<b>3. PERIOD OF CONTRACT</b>  August 11 <sup>th</sup> to October 31 <sup>st</sup> , 2016	<b>CONTRACT</b> - The following documents and any amendments form the contract between Her Majesty and the Contractor, if there are any discrepancies between the documents listed below the wording in the document on the top of the list will prevail.  - This Contract - See Terms and Conditions incorporated by reference on page 2 - ANNEX A - Statement of Work - Prairie Concrete Construction Quote # 175 dated May 30, 2016	
<b>APPROPRIATE LAW</b>  This contract shall be governed by and construed in accordance with the laws in force in the Province or Territory of:  <b>ALBERTA</b>			
<b>4. CONTRACT AMOUNT</b>  This Contract may include Professional Fees, Travel Expenses and/or Other Expenses up to a MAXIMUM CONTRACT AMOUNT OF:  Total:  GST:  Total (including GST)		<b>5. BASIS OF PAYMENT - Payment represents the following:</b>  Total Value of Contract not to exceed \$8,925.00 all inclusive  Net 30	
<b>TERMS OF PAYMENT:</b> Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if: a) an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract; b) all such documents have been verified by Canada; c) the Work delivered has been accepted by Canada.			
<b>INVOICES</b>  The Contractor is required to submit to the Issuing Office, for each payment, an invoice showing the contract number, the Contractor's name and address, the GST/HST registration number, a detailed description of the deliverables, level of effort as per Statement of Work in basis of payment. <b>**Send Invoice(s) to address listed under 7. DELIVERABLES</b>	<b>TRAVEL EXPENSES - NA</b>  This contract may provide for a travel authorization for travel within Canada and Internationally based on prior approval by Project Authority. Travel reimbursement will be in accordance with and under the same conditions that are specified in the Treasury Board Travel directives ( <a href="http://www.tbs-sct.gc.ca">www.tbs-sct.gc.ca</a> ). Travel reimbursement costs require original receipts.	<b>OTHER EXPENSES</b>  This contract may provide for other expenses based on prior approval by the Project Authority. Reimbursement will be made for expenses such as long distance calls, faxes, photocopying and courier (original receipts required).	<b>RATE OF COMPENSATION OF AMENDMENTS</b>  The rate of compensation under all amendments to this contract shall be held consistent with the rate specified in the contract or as otherwise amended.



## CONTRACT FOR SERVICES

pg. 2

## SUPPLEMENTAL INVOICING INSTRUCTIONS

Pursuant to paragraph 221(l)(d) of the *Income Tax Act*, payments made by departments and agencies under applicable service contracts (including contracts involving a mix of goods and services) must be reported on a T1204 supplementary slip. To comply with this requirement, contractors are required to provide the following information on each invoice;

- The legal name of the entity or individual, as applicable, i.e. the name associated with the Social Insurance Number (SIN) or Business Number (BN), as well as the address and the postal code;
- The Status of the Contractor, i.e. individual, partnership or corporation;
- For individuals and partnerships, SIN, BN or the Goods and Services Tax (GST)/Harmonized Sales Tax (HST) number;
- For corporations, the BN or the GST/HST number.

**GST/HST is, unless otherwise indicated herein, included in the contract amount. The GST/HST, to the extent applicable, will be incorporated into all invoices and claims for process payments and will be paid by the Government of Canada. The Contractor agrees to remit any GST/HST paid or due to Canada Revenue Agency. All invoices must show GST/HST as a separate item.**

## TERMS AND CONDITIONS OF CONTRACT INCORPORATED BY REFERENCE

The general terms, conditions and clauses identified below by title, number and date, are hereby incorporated by reference into and form part of this contract, as though expressly set out herein, subject to any other express terms and conditions herein contained. See Standard Acquisition Clauses and Conditions Manual instructions below to obtain or view the documents incorporated by reference. SACC ID# 2035, Title: General Conditions - Higher Complexity - Services 2012-11-19.

## REVISION OF DEPARTMENTAL NAME

Reference to the Minister of Supply and Services or to Public Works and Government Services contained in any term, condition or clause of this contract shall be replaced by the Minister of Public Safety or the Canada Border Services Agency.

## STANDARD ACQUISITION CLAUSES AND CONDITIONS MANUAL

All instructions, general terms, conditions and clauses identified herein by title, number and date are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual can be viewed on the PWGSC Internet Site Address: <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>

## OPTION TO EXTEND

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two additional one year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

## 6. STATEMENT OF WORK

As detailed in attached ANNEX A – Statement of Work below and Prairie Concrete Construction Quote # 175 dated May 30, 2016.

## 7. DELIVERABLES

As detailed in attached ANNEX A – Statement of Work below and Prairie Concrete Construction Quote # 175 dated May 30, 2016.

**Invoice(s):** Email: vendors-fournisseurs@cbsa-asfc.gc.ca \*Must reference PO # 2017000903 on Invoice & only have 1 Invoice per PDF file.

**Mailing:** NIRU/NFTC, 105 McGill St., #260-01, Montreal, QC H2Y 2E7 \*Must reference PO # 2017000903 on Invoice

## CONTRACT RECOMMENDATION AND APPROVALS

## RECOMMENDED BY

Canada Border Services Agency.

## Name:

Miranda Offerman

## Title:

Procurement Officer

Signature

10/08/2016  
Date (dd/mm/yyyy)

## FOR HER MAJESTY

This contract has been executed on behalf of Her Majesty the Queen in Right of Canada by the duly authorized officer.

## Name:

Miranda Offerman  
Dominique-Marie Fillion

## Title:

Manager, Administration & Materiel Management

Signature

29/08/2016  
Date (dd/mm/yyyy)

## FOR THE CONTRACTOR

The Contractor approves this contract by signing it and returning it to the Issuing Office.

## Name:

Kerry Hintz  
(print)

## Title:

Contractor Representative

Signature

22/08/2016  
Date (dd/mm/yyyy)



## Crupi, Kayla

---

**From:** Anderson, Darryl  
**Sent:** November 26, 2014 04:20 PM  
**To:** Michael, Connie  
**Cc:** Simonson, Lyle; Desmarais, Sylvie  
**Subject:** RE: Wildhorse dormitory trailer


I can do that...thanks Darryl

---

**From:** Michael, Connie  
**Sent:** November 26, 2014 2:18 PM  
**To:** Anderson, Darryl  
**Cc:** Simonson, Lyle; Desmarais, Sylvie  
**Subject:** RE: Wildhorse dormitory trailer

Hi Darryl – We are making arrangement for 9:00am Winnipeg time which would be 8:00am your time on Friday. Let me know if this works for you.

Thanks,

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
Government of Canada | Gouvernement du Canada  
100 - 269 Main Street | 269 rue Main, salle 100  
Winnipeg MB R3C 1B3  
Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-7561  
Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

S

---

**From:** Anderson, Darryl  
**Sent:** November 26, 2014 3:14 PM  
**To:** Michael, Connie  
**Subject:** FW: Wildhorse dormitory trailer

I have some osh training from 0930-1030am but am good anytime tomorrow.. I could be available Friday as well.

---

**From:** Desmarais, Sylvie  
**Sent:** November 26, 2014 1:52 PM  
**To:** Michael, Connie  
**Cc:** Lane, Edward; Simonson, Lyle; Anderson, Darryl; PRA-CBSA-Region, Procurement; Fillion, Dominique-Marie; Patten, Brent  
**Subject:** Wildhorse dormitory trailer

Connie,  
I would be available tomorrow and Friday.

**Sylvie Desmarais**, Arch. and Eng. | arch. et ing.  
Director, Strategic Planning and Project Delivery |  
Directrice, Planification stratégique et réalisation des projets  
Infrastructure and Environmental Operations Directorate |  
Direction de l'infrastructure et des opérations environnementales  
Comptrollership Branch | Direction du contrôle

Canada Border Services Agency | Agence des services frontaliers du Canada  
333 North River Road, Tower A, 18th Floor | 333, chemin River Nord, tour A, 18<sup>e</sup> étage  
Vanier Ontario K1A 0L8  
Telephone | téléphone (343) 291-5809 *new!/nouveau!*  
Facsimile | télécopieur (xxx) xxx-xxxx  
E-mail | courriel [Sylvie.Desmarais2@cbsa-asfc.gc.ca](mailto:Sylvie.Desmarais2@cbsa-asfc.gc.ca)

---

**De :** Michael, Connie  
**Envoyé :** 25 novembre, 2014 3:00  
**À :** Desmarais, Sylvie  
**Cc :** Lane, Edward; Simonson, Lyle; Anderson, Darryl; PRA-CBSA-Region, Procurement; Fillion, Dominique-Marie; Patten, Brent  
**Objet :** Wildhorse dormitory trailer  
**Importance :** Haute


Hi Sylvie – Hope this email finds you doing ok and not too busy these days.

Prairies Region asked HQ for approval to proceed with the supply and install of a dormitory type trailer for the Wildhorse POE. We initially requested two mobile homes to replace the existing houses which are infested with bats and other rodents.

Ed Lane has approved the dormitory style trailer for Wildhorse at an approximate cost of \$350K. Ed also requested that we consult and involve you in our planning stages. We urgently need to start this process with PWGSC so that we can ensure we have the tender process started with an in-service date early in the New Year.

Do you have time this week to talk to Lyle, Darryl and myself on the strategy we should proceed with. Please let me know your schedule and I will set up a conference call. I will also have procurement sit in on the call as well so that they are involved in the planning process and are aware of the next steps.

Thanks Sylvie for your assistance on this file.

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
Government of Canada | Gouvernement du Canada  
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Winnipeg MB R3C 1B3  
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Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

**Crupi, Kayla**

---

**From:** Simonson, Lyle  
**Sent:** June 11, 2014 01:16 PM  
**To:** Anderson, Darryl  
**Cc:** Vegter, Charlie: PWGSC / TPSGC; Michael, Connie  
**Subject:** RE: Wildhorse H20

Lyle Stenger is waiting for test results on water he sent to the lab. Once he has those he has to go back out to Wildhorse and correct the issues. Hopefully the resin bed hasn't been damaged. I will talk to him today and ensure he is aware that he will be training you and someone there on what needs to happen.

Adding the salt and resin solution is probably about a 1 minute job. There is also a filter that needs changing monthly that might take as much as 5 minutes.

I'm not sure if your staff is willing to take apart the UV filter like Stewart was doing and cleaning it. That's something that has to be done every 6 weeks and Lyle is willing to come out to do that. If they are willing, he could also show them how to do that and it would save the agency considerable money (\$5,000 + per year). It's something Charlie could do as well but I have not heard from public works if this would be part of the maintenance agreement or something they would charge us separately for.

Thanks,

Lyle

---

**From:** Anderson, Darryl  
**Sent:** June 11, 2014 11:05 AM  
**To:** Simonson, Lyle  
**Cc:** Vegter, Charlie: PWGSC / TPSGC; Michael, Connie  
**Subject:** Wildhorse H20

Hi Lyle,

I have talked to my team, and I have an officer who would love to take responsibility for making sure the system is maintained, salt etc and whatever is necessary to keep it running. We have had so much turn over out there that this was kind of lost.

Thank you for setting up the UV maintenance, this will help greatly.

We need to set up a time when this officer is working and Lyle or whoever can show him exactly what needs to be done . I would like to be there as well then I can pass it on to new people who come into the office.

I am in the office today....thanks Darryl

Darryl Anderson  
Superintendent Division II  
Del Bonita, Wildhorse, Lethbridge  
Southern Alberta and Southern Saskatchewan District  
Canada Border Services Agency / Government of Canada  
[Darryl.Anderson@cbsa-asfc.gc.ca](mailto:Darryl.Anderson@cbsa-asfc.gc.ca) / Tel: 403-758-3613 / TTY: 866-335-3237  
Surintendant Divison II  
Del Bonita, Wildhorse, Lethbridge  
District du sud de l'Alberta et du sud de la Saskatchewan  
Agence des services frontaliers du Canada / Gouvernement du Canada

## Crupi, Kayla

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**From:** Simonson, Lyle  
**Sent:** August 19, 2014 02:30 PM  
**To:** Michael, Connie  
**Subject:** RE: Wildhorse housing

Answers below in red

---


**From:** Michael, Connie  
**Sent:** August 11, 2014 12:18 PM  
**To:** Simonson, Lyle  
**Subject:** RE: Wildhorse housing

I will inquire about the demolition of the existing houses. We will need to hook them up to all the services as well. Can you investigate all possibilities such as the following and provide me pricing:

1. Purchase 2 trailers with two bedrooms and two baths each Starting price is \$75,000 for 3 bed, 2 bath. Based on this I would suggest \$190,000 for 2 to give ourselves a cushion. Comes with 3 appliances, fridge, stove, dishwasher
2. Hook up to electrical, water and septic systems – is present system able to accommodate \$30,000 for utilities, water and sewer for both trailers
3. Air conditioning to both trailers \$4,500 each or \$9,000 total
4. Demolish existing houses Onside Restoration gave class D quote of \$165,000. Buildings contain asbestos which adds to price
5. Skirting & stairs to trailer see 6.
6. Site preparation for the trailers – gravel & sidewalk pavers etc. \$30,000 for both trailers, this would include skirting and stairs. This includes piles for trailer to sit on.
7. Furniture for the new trailers – use old from houses? \$5,000, for new. Not sure why we would provide furniture. In Saskatchewan we don't provide any.
8. Landscaping to decommission the existing houses included in the demolition. Note demolition quote accounts for concrete being left in basement hole
9. Landscaping for new trailers Not required
10. Telephone hook up see 2.
11. Parking area – as required existing parking is sufficient
12. Phone is the responsibility of the landlord? Monthly fee is tenant. Any internet and or TV cable/satellite is the responsibility of the tenant. Everyone uses cell phones. It's rare they hook up land line at the houses. Currently CBSA pays utilities

Total Class D estimate is \$429,000 plus whatever fees public works charges us. \$264,000 to buy and set up trailers without tearing down houses

Anything else you can think of. Please do a cost class D estimate to present to Brent.

**Connie Michael**, RPA, FMA, CMA   
 Manager, Fixed Infrastructure  
 Prairie Region | région des Prairies  
 Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
 Government of Canada | Gouvernement du Canada  
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 Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-7561  
 Cell: (204) 292-3876  
 Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

## Crupi, Kayla

---

**From:** Patten, Brent  
**Sent:** August 11, 2014 04:31 PM  
**To:** Michael, Connie  
**Subject:** RE: Wildhorse housing

If local mgt and HQ agree, I say demolition


Thanks for starting this

---

**From:** Michael, Connie  
**Sent:** August 11, 2014 3:28 PM  
**To:** Patten, Brent  
**Subject:** FW: Wildhorse housing

Hi Brent – I have asked Lyle to start the procurement process for the trailers in Wildhorse. What is your expectation on the existing houses?

Thanks,

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

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Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Michael, Connie  
**Sent:** August 11, 2014 1:18 PM  
**To:** Simonson, Lyle  
**Subject:** RE: Wildhorse housing

I will inquire about the demolition of the existing houses. We will need to hook them up to all the services as well. Can you investigate all possibilities such as the following and provide me pricing:

1. Purchase 2 trailers with two bedrooms and two baths each
2. Environmental assessment report should be completed
3. Hook up to electrical, water and septic systems – is present system able to accommodate
4. Air conditioning to both trailers
5. Demolish existing houses???
6. Skirting & stairs to trailer
7. Site preparation for the trailers – gravel & sidewalk pavers etc.
8. Furniture for the new trailers – use old from houses?
9. Landscaping to decommission the existing houses
10. Landscaping for new trailers
11. Telephone hook up
12. Parking area – as required
13. Phone is the responsibility of the landlord? Monthly fee is tenant. Any internet and or TV cable/satellite is the responsibility of the tenant.

Anything else you can think of. Please do a cost class D estimate to present to Brent.

**Connie Michael**, RPA, FMA, CMA 

Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
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Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Simonson, Lyle  
**Sent:** August 11, 2014 12:15 PM  
**To:** Michael, Connie  
**Subject:** RE: Wildhorse housing

So what is the plan here? Are we tearing down the houses and putting the trailers in the existing spots?

---

**From:** Michael, Connie  
**Sent:** August 8, 2014 12:10 PM  
**To:** Simonson, Lyle  
**Subject:** FW: Wildhorse housing

Hi Lyle – The lady from the rental called and I advised her that I needed to keep the trailers for additional month. Please make arrangements with Procurement to proceed with mobile homes purchasing.

Thanks,

**Connie Michael**, RPA, FMA, CMA 

Manager, Fixed Infrastructure  
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---

**From:** Patten, Brent  
**Sent:** August 8, 2014 1:06 PM  
**To:** Michael, Connie  
**Subject:** RE: Wildhorse housing

It's a go to proceed with our plan to use the campers until Oct and then use mobile homes. So, yes let's proceed with doing what needs to be done to secure the mobile homes.

Please keep HQ apprised as they will be paying

---

**From:** Michael, Connie  
**Sent:** August 8, 2014 12:50 PM  
**To:** Patten, Brent  
**Subject:** Wildhorse housing

## Crupi, Kayla

---

**From:** Michael, Connie  
**Sent:** August 20, 2014 01:36 PM  
**To:** Patten, Brent  
**Subject:** RE: Wildhorse housing

Sent to Ed.

**Connie Michael**, RPA, FMA, CMA 

Manager, Fixed Infrastructure  
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---

**From:** Patten, Brent  
**Sent:** August 20, 2014 8:51 AM  
**To:** Michael, Connie  
**Subject:** Re: Wildhorse housing

Can you send up to Ed Lane

---

Sent from my BlackBerry handheld.  
Envoyé à partir de mon BlackBerry.

---

**From:** Michael, Connie  
**Sent:** Wednesday, August 20, 2014 07:29 AM  
**To:** Patten, Brent  
**Subject:** FW: Wildhorse housing

Good morning Brent – I had requested Lyle to put together a rough cost estimate of purchasing and installing two trailers at the POE in Wildhorse. Details of the cost are below. To sum it up for you we are looking at approximately \$429K for two trailers to purchase and install. This may be on the high side because it does cost more in Saskatchewan.

Please advise on how you wish us to proceed.

Thanks,

**Connie Michael**, RPA, FMA, CMA 

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Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

**From:** Simonson, Lyle  
**Sent:** August 19, 2014 1:30 PM  
**To:** Michael, Connie  
**Subject:** RE: Wildhorse housing

Answers below in red

**From:** Michael, Connie  
**Sent:** August 11, 2014 12:18 PM  
**To:** Simonson, Lyle  
**Subject:** RE: Wildhorse housing

I will inquire about the demolition of the existing houses. We will need to hook them up to all the services as well. Can you investigate all possibilities such as the following and provide me pricing:

1. Purchase 2 trailers with two bedrooms and two baths each Starting price is \$75,000 for 3 bed, 2 bath. Based on this I would suggest \$190,000 for 2 to give ourselves a cushion. Comes with 3 appliances, fridge, stove, dishwasher
2. Hook up to electrical, water and septic systems – is present system able to accommodate \$30,000 for utilities, water and sewer for both trailers
3. Air conditioning to both trailers \$4,500 each or \$9,000 total
4. Demolish existing houses Onside Restoration gave class D quote of \$165,000. Buildings contain asbestos which adds to price
5. Skirting & stairs to trailer see 6.
6. Site preparation for the trailers – gravel & sidewalk pavers etc. \$30,000 for both trailers, this would include skirting and stairs. This includes piles for trailer to sit on.
7. Furniture for the new trailers – use old from houses? \$5,000, for new. Not sure why we would provide furniture. In Saskatchewan we don't provide any.
8. Landscaping to decommission the existing houses included in the demolition. Note demolition quote accounts for concrete being left in basement hole
9. Landscaping for new trailers Not required
10. Telephone hook up see 2.
11. Parking area – as required existing parking is sufficient
12. Phone is the responsibility of the landlord? Monthly fee is tenant. Any internet and or TV cable/satellite is the responsibility of the tenant. Everyone uses cell phones. It's rare they hook up land line at the houses. Currently CBSA pays utilities

Total Class D estimate is \$429,000 plus whatever fees public works charges us. \$264,000 to buy and set up trailers without tearing down houses

Anything else you can think of. Please do a cost class D estimate to present to Brent.

**Connie Michael**, RPA, FMA, CMA   
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**From:** Simonson, Lyle  
**Sent:** August 11, 2014 12:15 PM  
**To:** Michael, Connie  
**Subject:** RE: Wildhorse housing




So what is the plan here? Are we tearing down the houses and putting the trailers in the existing spots?

---

**From:** Michael, Connie  
**Sent:** August 8, 2014 12:10 PM  
**To:** Simonson, Lyle  
**Subject:** FW: Wildhorse housing

Hi Lyle – The lady from the rental called and I advised her that I needed to keep the trailers for additional month. Please make arrangements with Procurement to proceed with mobile homes purchasing.

Thanks,

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
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---

**From:** Patten, Brent  
**Sent:** August 8, 2014 1:06 PM  
**To:** Michael, Connie  
**Subject:** RE: Wildhorse housing

It's a go to proceed with our plan to use the campers until Oct and then use mobile homes. So, yes let's proceed with doing what needs to be done to secure the mobile homes.


Please keep HQ apprised as they will be paying

---

**From:** Michael, Connie  
**Sent:** August 8, 2014 12:50 PM  
**To:** Patten, Brent  
**Subject:** Wildhorse housing

Hi Brent – Have you heard anything on the Wildhorse solution for the housing. The temporary trailers can be extended. We will need to work on the long term solution.

Please advise.

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
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## Crupi, Kayla

---

**From:** Patten, Brent  
**Sent:** October 30, 2014 08:22 AM  
**To:** Michael, Connie  
**Cc:** Manaigre, Sharon  
**Subject:** RE: Wildhorse housing

Before I can discuss with Ed Lane I will require more information relating to costs, the procurement process, timelines ect.

Please set up 15 mins with me to discuss

---

**From:** Michael, Connie  
**Sent:** October 29, 2014 7:45 AM  
**To:** Anderson, Darryl; Simonson, Lyle  
**Cc:** Dyck, Ronald; Patten, Brent  
**Subject:** RE: Wildhorse housing

Hi Darryl – Thank you for your comments from the operational perspective. If this works for your District, then we need to seriously think about changing our strategy on the two trailers.

Brent – I will leave this for you to discuss with Ed Lane as HQ is allowing us to move forward with the purchase of two trailers with funding available this fiscal year. We can cancel this procurement process with PWGSC as this has not gone out to tender as of today's date. We could put this on our capital list for next year for Southern Alberta District.

We will wait for your decision.

Thanks,

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
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---

**From:** Anderson, Darryl  
**Sent:** October 28, 2014 5:12 PM  
**To:** Simonson, Lyle; Michael, Connie  
**Cc:** Dyck, Ronald; Patten, Brent  
**Subject:** RE: Wildhorse housing

Hi all,

Some operational perspective...

The bunk house concept works very well.

People do not want to live in this location for a multitude of reasons. It is remote, and no connectivity for internet other than satellite which is fairly slow. Buses will not run out there so families with school age children is not an option for us. I have only had two situations where people lived in the houses full time since 2008. Families will live in the Hat and officers will work in Wildhorse...that is the way this port will always run.

The design of this unit is operationally perfect for our needs. If we could have one with 8 beds that would be perfect.

I am very impressed with the design of this unit, it appears almost bullet proof for rodents....the bonus of having them build for us is that we could ask it to be extra rodent, snake, heffalump resistant...

One of the most important things to me is staff loves it.....it has made the struggles of the last month go away.

So no need to worry about families, I never see that happening.

Fyi thanks D

---

**From:** Simonson, Lyle  
**Sent:** October 28, 2014 3:46 PM  
**To:** Michael, Connie  
**Cc:** Anderson, Darryl; Dyck, Ronald; Patten, Brent  
**Subject:** RE: Wildhorse housing

1. Utility costs would likely be slightly less with one vs 2 units
2. Family living is probably not an option with this unit. However it would give the option of every employee having a place to sleep. Darryl can speak further to this.
3. Grounds upkeep likely remains unchanged
4. There is likely ways to cut costs on a custom build. I'm sure we could bring it down to \$300K
5. Set up is going to be a bit cheaper for these. It would require some ground leveling and then utility hook ups but only one utility move vs 2 if we purchased 2 trailers.

---


**From:** Michael, Connie  
**Sent:** October 28, 2014 3:39 PM  
**To:** Simonson, Lyle  
**Cc:** Anderson, Darryl; Dyck, Ronald; Patten, Brent  
**Subject:** RE: Wildhorse housing

Hi Lyle – Some other thoughts came to me that would be a benefit:

1. Utility costs would be cheaper for CBSA
2. Would this limit to only single dwellings (no families)
3. Less grounds upkeep for the Port
4. Costs would be somewhat similar until we know what the bid will be for the two mobile homes
5. Sturdier built and pest control issues would be resolved.

Again, I am asking Brent to review and this could be submitted on the capital plan for 15/16. We would need to cancel the requisition with PWGSC for the 14/15 funding.

Thanks,

**Connie Michael**, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
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Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Simonson, Lyle  
**Sent:** October 28, 2014 3:22 PM  
**To:** Michael, Connie  
**Cc:** Anderson, Darryl; Dyck, Ronald  
**Subject:** Wildhorse housing

Staff is really impressed with the trailer we are currently renting for temporary housing. The manufacturer is located in Bow Island, AB which is a couple hours from Wildhorse. Darryl asked me to explore the possibility of having them build us one of these instead of purchasing 2 trailers. I talked to the manufacturer and they indicated they can pretty much design and build us anything we want. The thought was to take two of the these trailers and make one big trailer. We would then have 8 sleeping quarters (Darryl anticipated needing as many as 7 in the near future) and could design it to have a bigger shower facility and common area (kitchen, living space). The manufacturer is currently booking builds for the 3<sup>rd</sup> quarter of next year (July) so that is the earliest we could get it. The cost would be roughly \$330,000. These are very solid structures with steel siding on the entire exterior which means pests trying to get in would have a very tough time. I would say the life span of these would be much longer than a mobile home.

What are your thoughts on this? Is this request reasonable or are we beating a dead horse trying to secure funding for something like this?

Thanks,

Lyle Simonson  
Facility Officer  
Canada Border Services Agency/Agence des services frontaliers du Canada  
1871 Hamilton Street  
Regina, Saskatchewan  
S4P 3W5  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)  
Tel: (306) 780-8372  
Fax: (306) 780-7750  
Teletypewriter: 1-866-335-3237

## Crupi, Kayla

---

**From:** Walter Espinoza <Walter.Espinoza@brookfieldgis.com>  
**Sent:** March 17, 2017 01:41 PM  
**To:** Simonson, Lyle  
**Cc:** Matthew Gillam; Michaela Smith  
**Subject:** RE: Wildhorse issues

Hello Lyle,  
Matthew performed the pest control until we can send the Technician out . He also provided the treatment to the Well and provided portable water to the site.  
Today he is heading to Aden for a service call for water.

Thank you for your patience .

Walter.

---

**From:** Simonson, Lyle [mailto:Lyle.Simonson@cbsa-asfc.gc.ca]  
**Sent:** Thursday, March 16, 2017 10:11 AM  
**To:** Walter Espinoza <Walter.Espinoza@brookfieldgis.com>  
**Cc:** Matthew Gillam <Matthew.Gillam@brookfieldgis.com>; Michaela Smith <Michaela.Smith@brookfieldgis.com>  
**Subject:** RE: Wildhorse issues

Ok just to confirm. He will be providing pest control service as well? Chief Singer does not want these issues to extend into the weekend as that is usually when things blow up on him.

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations  
Agence des services frontaliers du Canada  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237

---

**From:** Walter Espinoza [mailto:Walter.Espinoza@brookfieldgis.com]  
**Sent:** March 15, 2017 4:28 PM  
**To:** Simonson, Lyle <[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)>  
**Cc:** Matthew Gillam <[Matthew.Gillam@brookfieldgis.com](mailto:Matthew.Gillam@brookfieldgis.com)>; Michaela Smith <[Michaela.Smith@brookfieldgis.com](mailto:Michaela.Smith@brookfieldgis.com)>  
**Subject:** Wildhorse issues

Hello Lyle ,  
Sorry I didn't call you back as I was in meetings all afternoon but Matthew will be there tomorrow to complete the WO# called into the NSCC.

Thank you and your assistance during said critical time of the year is greatly appreciated .

Walter Espinoza  
Property Manager NWT-AB- RP1-PWGSC  
[Walter.Espinoza@Brookfieldgis.com](mailto:Walter.Espinoza@Brookfieldgis.com)

Cell Phone 587.783.8665



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## Crupi, Kayla

---

**From:** Anderson, Darryl  
**Sent:** September 19, 2014 03:00 PM  
**To:** Simonson, Lyle  
**Cc:** Dyck, Ronald; Hewson, Kevin; Michael, Connie  
**Subject:** RE: Wildhorse questions

As far as the drawing goes, I am not even sure where the property lines end our begin. I could have Adam make some more measurements on the drawing he submitted, we don't really have anything to use to make an accurate measurement. (we would need one of those measure wheels but like I said the property lines are a bit of a mystery?)

---

**From:** Simonson, Lyle  
**Sent:** September 18, 2014 3:08 PM  
**To:** Anderson, Darryl  
**Subject:** Wildhorse questions

I need the following for Wildhorse for the development permit:

Address RR 1VIA Manyberries T0K1L0  
Legal land location Land Description IS SE SEC 4, TWPI, RR2, West 4  
Port phone number 1-403-868-2222  
Size of the entire site (if known) not known  
Municipal address (do you have any idea what this is as I have no clue) no idea  
Is there gas wells within 100m of property not to our knowledge  
Is there sour gas facility within 1.5km not to our knowledge  
Is there abandoned oil or gas wells or pipeline on property not to our knowledge  
Is the highway there primary or numbered Secondary Highway 41

We also need a detailed site plan on where we are putting these. Would you be able to draw that up? They need distances from property line for front yard, rear yard and both side yards for both trailers.

Thanks,

Lyle Simonson  
Facility Officer  
Canada Border Services Agency/Agence des services frontaliers du Canada  
1871 Hamilton Street  
Regina, Saskatchewan  
S4P 3W5  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)  
Tel: (306) 780-8372  
Fax: (306) 780-7750  
Teletypewriter: 1-866-335-3237

## Crupi, Kayla

---

**From:** Dyck, Ronald  
**Sent:** July 4, 2014 09:58 AM  
**To:** Anderson, Darryl; Hewson, Kevin  
**Cc:** Michael, Connie  
**Subject:** RE: Wildhorse residences

Absolutely, the support is much appreciated.

---

**From:** Anderson, Darryl  
**Sent:** July-04-14 7:54 AM  
**To:** Hewson, Kevin; Dyck, Ronald  
**Cc:** Michael, Connie  
**Subject:** RE: Wildhorse residences

When they come out to inspect the houses, I think it would be proactive on our part to include the POE as well. I am sure it isn't bullet proof and we had snake issues two years ago and mice is an ongoing project.

I have to say I am very impressed with the swift and high level response....thank you, it is very much appreciated...Darryl

---

**From:** Hewson, Kevin  
**Sent:** July 4, 2014 7:25 AM  
**To:** Dyck, Ronald; Anderson, Darryl  
**Subject:** FW: Wildhorse residences  
**Importance:** High

I am not sure we can rent mobile homes, but this is the plan as of 07:22 this morning. This will most likely change somewhat as we work through the housing issues.

Connie is looking at other companies to do the remedial work, as the existing contractor has been unable to rectify the issues.

K.

---

**From:** Michael, Connie  
**Sent:** July 4, 2014 7:22 AM  
**To:** Lane, Edward  
**Cc:** Hewson, Kevin; Grant, Maryon; Mayer, John: PWGSC / TPSGC; Jacobs, Sheldon: PWGSC / TPSGC; Vegter, Charlie: PWGSC / TPSGC; Simonson, Lyle  
**Subject:** Wildhorse residences  
**Importance:** High

Hi Ed – Thank you for returning my call and providing me direction on how to proceed with the infestation of rodents in the residences at Wildhorse. As per our discussion this is the plan you have authorized:

1. Obtain two rental trailers as soon as possible and deploy them to the site. I will have PWGSC make these arrangements as soon as possible as we have a local contact that can make the necessary arrangements. We require two trailers due to the number of officers requiring housing. Nothing is available locally.
2. Obtain quotes for remedial work in the houses which includes removal, cleaning and total restoration of the infested areas.
3. Costs will be out of my O&M budget with tracking all costs incurred for this work.

Once I have updates from Charlie at PWGSC, I will provide you more information.



## Crupi, Kayla

---

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** July 4, 2014 09:44 AM  
**To:** Michael, Connie  
**Subject:** RE: Wildhorse residences

Good morning Connie, left a message on your phone, the number at my home office is 403-653-3663

Charlie Vegter  
Building Operator Maintainer  
Carway Border Facility  
P.O. Box 2755 Cardston AB.  
T0K 0K0  
Phone: 403-653-1038  
Fax: 403-653-4317  
Cell: 403-634-9393  
Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)



Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

Canada

---

**From:** Michael, Connie [<mailto:Connie.Michael@cbsa-asfc.gc.ca>]  
**Sent:** July-04-14 7:22 AM  
**To:** Lane, Edward  
**Cc:** Hewson, Kevin; Grant, Maryon; John Mayer; Sheldon Jacobs; Charlie Vegter; Simonson, Lyle  
**Subject:** Wildhorse residences  
**Importance:** High

Hi Ed – Thank you for returning my call and providing me direction on how to proceed with the infestation of rodents in the residences at Wildhorse. As per our discussion this is the plan you have authorized:

1. Obtain two rental trailers as soon as possible and deploy them to the site. I will have PWGSC make these arrangements as soon as possible as we have a local contact that can make the necessary arrangements. We require two trailers due to the number of officers requiring housing. Nothing is available locally.
2. Obtain quotes for remedial work in the houses which includes removal, cleaning and total restoration of the infested areas.
3. Costs will be out of my O&M budget with tracking all costs incurred for this work.

Once I have updates from Charlie at PWGSC, I will provide you more information.

Thanks,

**Connie Michael**, RPA, FMA, CMA

Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

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Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

## Crupi, Kayla

---

**From:** Lane, Edward  
**Sent:** July 4, 2014 09:46 AM  
**To:** Michael, Connie; Cyr, Sylvain  
**Cc:** Hewson, Kevin; Grant, Maryon; Mayer, John: PWGSC / TPSGC; Jacobs, Sheldon: PWGSC / TPSGC; Vegter, Charlie: PWGSC / TPSGC; Simonson, Lyle  
**Subject:** RE: Wildhorse residences

Connie

This plan is authorized.

Please keep me posted on progress or any impediments to proceeding quickly.

Ed Lane

Executive Director Infrastructure

Infrastructure and Environmental Operations Directorate

Canada Border Services Agency

10<sup>th</sup> Floor 427 Laurier Avenue West

Ottawa Ontario

Office: 613-954-0236

Cell: 613-291-9645

---

**From:** Michael, Connie  
**Sent:** July 4, 2014 9:22 AM  
**To:** Lane, Edward  
**Cc:** Hewson, Kevin; Grant, Maryon; Mayer, John: PWGSC / TPSGC; Jacobs, Sheldon: PWGSC / TPSGC; Vegter, Charlie: PWGSC / TPSGC; Simonson, Lyle  
**Subject:** Wildhorse residences  
**Importance:** High

Hi Ed – Thank you for returning my call and providing me direction on how to proceed with the infestation of rodents in the residences at Wildhorse. As per our discussion this is the plan you have authorized:

1. Obtain two rental trailers as soon as possible and deploy them to the site. I will have PWGSC make these arrangements as soon as possible as we have a local contact that can make the necessary arrangements. We require two trailers due to the number of officers requiring housing. Nothing is available locally.
2. Obtain quotes for remedial work in the houses which includes removal, cleaning and total restoration of the infested areas.
3. Costs will be out of my O&M budget with tracking all costs incurred for this work.

Once I have updates from Charlie at PWGSC, I will provide you more information.

Thanks,

*Connie Michael*, RPA, FMA, CMA 

Manager, Fixed Infrastructure

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## Crupi, Kayla

---

**From:** Simonson, Lyle  
**Sent:** July 11, 2014 04:02 PM  
**To:** Anderson, Darryl; Vegter, Charlie: PWGSC / TPSGC; Michael, Connie; Hewson, Kevin; Jacobs, Sheldon: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Single story house attic and basement

KP is not able to get out until next week. He will plan to rent a scissor lift so he can get up and inspect the chimney. If there are babies in there we may have to reconsider what we are doing.

Thanks,

Lyle

---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 9:38 AM  
**To:** Vegter, Charlie: PWGSC / TPSGC; Michael, Connie; Hewson, Kevin; Simonson, Lyle; Jacobs, Sheldon: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Single story house attic and basement

The boys said it sounds like a party in there so I think it is the whole herd.....

---

**From:** Charlie Vegter [<mailto:Charlie.Vegter@pwgsc-tpsgc.gc.ca>]  
**Sent:** July 11, 2014 9:31 AM  
**To:** Anderson, Darryl; Michael, Connie; Hewson, Kevin; Simonson, Lyle; Jacobs, Sheldon: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Single story house attic and basement

These may be some bats that did not exit or the two gable vents may be access points as well?

Charlie Vegter  
Building Operator Maintainer  
Carway Border Facility  
P.O. Box 2755 Cardston AB.  
T0K 0K0  
Phone: 403-653-1038  
Fax: 403-653-4317  
Cell: 403-634-9393  
Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)

<< OLE Object: Picture (Device Independent Bitmap) >>

<< OLE Object: Picture (Device Independent Bitmap) >>

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**From:** Anderson, Darryl [<mailto:Darryl.Anderson@cbsa-asfc.gc.ca>]  
**Sent:** July-11-14 8:54 AM  
**To:** Charlie Vegter; Michael, Connie; Hewson, Kevin; Simonson, Lyle; Sheldon Jacobs  
**Subject:** RE: Wildhorse Single story house attic and basement

Just got a phone call, we have bats back in the two storey so we are not sealed. They are at the other end of the house in the walls. Just when we thought we were getting ahead.....

---

**From:** Charlie Vegter [<mailto:Charlie.Vegter@pwgsc-tpsgc.gc.ca>]

**Sent:** July 11, 2014 8:49 AM

**To:** Michael, Connie; Hewson, Kevin; Simonson, Lyle; Jacobs, Sheldon: PWGSC / TPSGC

**Cc:** Anderson, Darryl

**Subject:** Wildhorse Single story house attic and basement

Here are the pictures that were taken at the single story house.

<< File: P7100014.JPG >> << File: P7100015.JPG >> << File: P7100016.JPG >> << File: P7100017.JPG >> << File: P7100019.JPG >> << File: P7100020.JPG >> << File: P7100021.JPG >> << File: P7100022.JPG >> << File: P7100023.JPG >> << File: P7100024.JPG >> << File: P7100026.JPG >> << File: P7100038.JPG >> << File: P7100039.JPG >> << File: P7100040.JPG >> << File: P7100041.JPG >> << File: P7100042.JPG >>

- Picture 19 is location of original chimney with droppings below.
- 20, 21 are roof vents.
- 22,23 are chimney through the roof.
- 24,26 are of crawl space under living room.
- 38 is access to crawl space.
- 39, 40, 41, 42 random pictures

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Building Operator Maintainer  
Carway Border Facility  
P.O. Box 2755 Cardston AB.  
T0K 0K0  
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Fax: 403-653-4317  
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<< OLE Object: Picture (Device Independent Bitmap) >>

<< OLE Object: Picture (Device Independent Bitmap) >>

## Crupi, Kayla

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**From:** Dyck, Ronald  
**Sent:** September 23, 2014 05:55 PM  
**To:** Michael, Connie  
**Subject:** Re: Wildhorse trailer information

Not having much luck finding anything suitable in stock. No one seems to stock workforce housing. Will keep looking.


---

Sent from my BlackBerry handheld.  
Envoyé à partir de mon BlackBerry.

---

**From:** Michael, Connie  
**Sent:** Tuesday, September 23, 2014 03:03 PM  
**To:** Dyck, Ronald  
**Subject:** FW: Wildhorse trailer information

To keep you informed in Darryl's absence. Please give me a call.

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

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**From:** Michael, Connie  
**Sent:** September 23, 2014 4:00 PM  
**To:** Simonson, Lyle; Anderson, Darryl  
**Cc:** Mustak Sarwer (Mustak.Sarwer@pwgsc-tpsgc.gc.ca)  
**Subject:** FW: Wildhorse trailer information

Lyle – Mustak is going to call you first thing tomorrow morning. We need to pursue the quickest procurement option. We need to justify further the sole source. Do we have a model that is required for the trailer at Wildhorse.

More sole source information is the following:

1. Time constraints
2. Weather conditions imminent
3. No other options for the BSO's
4. Cannot extend the rental agreement that is currently in place
5. No rental properties within travel distance to the port
6. Work Refusals
7. Health & Safety
8. Port is currently on the port replacement list in phase II
9. Housing is not in the foreseeable future so need to ensure the BSO's have a safe and healthy home.
10. CBSA is the protection of the Border and Wildhorse has large traffic volumes

Model and make – is this a choice or do we go with what is available immediately. Money is not the issue but time, availability and the requirement to have the trailers installed by October 31<sup>st</sup> at the latest.

Thanks,

**Connie Michael**, RPA, FMA, CMA 

Manager, Fixed Infrastructure  
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---

**From:** Michael, Connie  
**Sent:** September 23, 2014 3:47 PM  
**To:** Sarwer, Mustak: PWGSC / TPSGC  
**Subject:** RE: Wildhorse trailer information

Mustak – Here is a summary of the events that occurred at the Port of Entry for Wildhorse. Please use the justification to sole source the trailers:

1. Health and Safety issues with the feces of rats and bats in the residences
2. No options for the officers to stay
3. Work refusals will be imminent

Thanks,

**Connie Michael**, RPA, FMA, CMA 

Manager, Fixed Infrastructure  
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---

**From:** Mustak Sarwer [<mailto:Mustak.Sarwer@pwgsc-tpsgc.gc.ca>]  
**Sent:** September 22, 2014 4:43 PM  
**To:** Michael, Connie  
**Subject:** RE: Wildhorse trailer information  
**Importance:** High

Hello Connie,

I was looking into pricing for the procuring 2 trailer home, I did call **Dufferin Homes** discuss further regarding the delivery time for those trailer home. But the mobile home they submit the code there is 3 months waiting period for delivery.

They will be able to deliver 2 trailers but not the same Model and Price (+\$140K each).

Please let me know about your thoughts.  
In addition we have to justify why we are sole sourcing this procurement.

If you have any question please feel free to contact me.

Regards,

Mustak Sarwer, B.Arch., Intern OAA, PMP  
Project Manager, Regina

Professional and Technical Services, Real Property Branch, Western Region  
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Cell: (306) 501-1670  
E: [mustak.sarwer@pwgsc-tpsgc.gc.ca](mailto:mustak.sarwer@pwgsc-tpsgc.gc.ca)


---

**From:** Michael, Connie [<mailto:Connie.Michael@cbsa-asfc.gc.ca>]  
**Sent:** September-19-14 5:20 PM  
**To:** Mustak Sarwer  
**Cc:** Anderson, Darryl; Hewson, Kevin; Simonson, Lyle  
**Subject:** RE: Wildhorse trailer information

Hi Mustak – I will have this information to you on Monday. I was tied up with other critical issues but I am making the commitment to you because time is running out to ensure we have the trailers in place for our Border Services Officers.

Thanks again for your assistance. Please send me the SSA to sign.

Thanks,

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
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Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Mustak Sarwer [<mailto:Mustak.Sarwer@pwgsc-tpsgc.gc.ca>]  
**Sent:** September 19, 2014 5:39 PM  
**To:** Michael, Connie  
**Subject:** FW: Wildhorse trailer information

Hello Connie,  
Following our last meeting regarding 2 trailer home for Wildhorse, to purchase those trailer homes we have to go through the Acquisition.  
Tendering phase alone will take 40 days, which is not going to serve your purpose.

If we want to expedite the process we have to provide the justification for sole sourcing the procurement process. As we discussed in our last meeting you are going to provide me the SSA and Justifications and all background information for this project.

As soon as I receive those documents I will initiate the process.

If you have any question please feel free to contact me.

Regards,

Mustak Sarwer, B.Arch., Intern OAA, PMP  
Project Manager, Regina  
Professional and Technical Services, Real Property Branch, Western Region  
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---

**From:** Simonson, Lyle [<mailto:Lyle.Simonson@cbsa-asfc.gc.ca>]  
**Sent:** September-17-14 3:12 PM  
**To:** Mustak Sarwer  
**Cc:** Michael, Connie  
**Subject:** Wildhorse trailer information

I have attached a brief statement of work. Please advise if you have any questions.

The company I contacted for an estimate is Dufferin Homes in Moose Jaw.  
bed, 2 bath.

Robbyn Mintenko-Cresta  
Dufferin Homes  
Home Consultant  
Highway #1 East  
Moose Jaw, SK S6H7W6  
Work: 306-694-5455  
Cell:  
[@dufferinhomes.ca](mailto:@dufferinhomes.ca)  
[www.dufferinhomes.ca](http://www.dufferinhomes.ca)

Thanks,

Lyle Simonson  
Facility Officer  
Canada Border Services Agency/Agence des services frontaliers du Canada  
1871 Hamilton Street  
Regina, Saskatchewan  
S4P 3W5  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)  
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### **Issues Document for the Snakes and Bats and the Port of Entry at Wildhorse Alberta**

Description: Wildhorse is a POE 155km south of Medicine Hat Alberta. 6 officers are on staff at this POE. Two Residences are on site, which are used for relief quarters. The housing limits the days that the officers have to commute the 300km from their residence. These houses are shared by all staff. Earlier today an officer noticed a garter snake in one of the bedrooms. It was unknown at this time where it entered the residence. Upon further inspection of the residence and basements we found the entry point for the snake and more snakes entering from a floor drain. Officers also notice several dead bats and evidence of a strong mouse presence. Monthly pest inspections are done at this site by a pest control company so it is not known exactly when this occurred. Bats have been an ongoing issue. It is believed that these pests have gotten into the walls of the residence, as an odor has recently been detected.

As of 1600, the officers have been advised that we are not going to utilize the residences until further notice. N95 masks are to be worn to get any possessions they need but they will not be living in them until further notice.

Next Steps: We were expecting the arrival of two new ODP officers on Monday. I have made arrangements for them to report to the Port of Del Bonita on their first few days to limit the number of staff on site.

Consultations with facilities and the Pest control company are ongoing and we will finalize a plan tomorrow for remediation and sanitation following the remediation process. A full site inspection will be required to determine the level of infestation.



Picture of snake coming out of the drain.

**Email to HQ from Connie Michael outlining the next steps to remedy the situation July 4<sup>th</sup> 2014**

Hi Ed – Thank you for returning my call and providing me direction on how to proceed with the infestation of rodents in the residences at Wildhorse. As per our discussion this is the plan you have authorized:

1. Obtain two rental trailers as soon as possible and deploy them to the site. I will have PWGSC make these arrangements as soon as possible as we have a local contact that can make the necessary arrangements. We require two trailers due to the number of officers requiring housing. Nothing is available locally.
2. Obtain quotes for remedial work in the houses which includes removal, cleaning and total restoration of the infested areas.
3. Costs will be out of my O&M budget with tracking all costs incurred for this work.

**Email from Darryl Anderson to Infrastructure Manager July 4<sup>th</sup>, 2014**

When they come out to inspect the houses, I think it would be proactive on our part to include the POE as well. I am sure it isn't bullet proof and we had snake issues two years ago and mice is an ongoing project.

**Email from Darryl Anderson to Management July 7<sup>th</sup> 2014**

Fyi Trevor went in the house today and more snakes. Guess the floor drain isn't the entry point.

**PWGSC was on site and made the following observations on July 7<sup>th</sup>, 2014**

Good morning, here is a list of the things that we need to address.

- East house basement needs to be cleaned of mouse droppings, disinfected and all visible openings sealed. Verify that the chimney cap does not have any access holes for the bats.
- West house, locate entrances of bats to attic and take appropriate steps to close them permanently. Measure chimney and install galvanized cap. Remove all remnants of bats and contaminated materials. Disinfect attic space and replace insulation material.
- West house basement, seal all cracks and holes in the windows. Check for any visible openings in sub floor and seal. Ensure abandoned plumbing drains in the north west corner are resealed with foam and if possible capped. Clean up droppings and disinfect floor area.
- West house, porch has a crawl space that has been accessed by an animal of some type via under the attached patio. Inspect to see if the animal has left or died underneath there. Place a trap at the access entrance and close the access at a later date when it is cleared.
- Port building, do the same in the basement as stated for the residence's. Second floor has an knee wall access door to an enclosed area that has visible mouse droppings, remove, seal access points and disinfect.
- On Side Restoration may have more things that need to be addressed and will be added later.

Charlie Vegter  
Building Operator Maintainer

**Quote received from On Side Restoration July 8<sup>th</sup>, 2014**



On Side  
Restoration - Wi...



**Email from Superintendent to me on July 11<sup>th</sup>, 2014**

Hi Connie,

Charlie is going to send some pictures shortly I am sure but wanted to give a quick version of what we found. I think we will likely need another call to discuss.

Start with good news. I could see no new signs of life in the two story house. I did not find any snakes or evidence of mice or bats. It looks like KP did some spray foaming and caulking. The one concern with that house is still the chimney cap as it will need a lift to be inspected.

The single story attic is unfortunately full of bat feces. I believe strongly that this needs to be remediated as it fairly significant. We could not see any signs of life in this attic, but I believe the damage was done last year.

The port of entry is not nearly as bad but does have bat feces on each end but not nearly to the extent of the houses. I am thinking this should be cleaned as well. There are some strange crawl spaces that will need to address by whomever comes in to remediate as well.

We did not see any signs of life in the Port attic.  
This is what we are thinking needs to be done.

The two storey house is in bad shape. The insulation needs to be removed, walls upstairs need to have the plaster removed and then all bat fecal matter removed and cleaned and disinfected. The basement needs to have floor joist insulation removed. It is our belief that then applying spray foam insulation will assist in keeping critters out, but will also fill these voids to prevent any further contamination.

The duct work needs to be cleaned and vacuumed out. Remove a few things from the basement and then when all is done, clean up the houses for the staff to move back in.

The single storey house will likely not need any walls or plaster taken down, but the same steps should be done. We have a bit more junk in the basement that needs to go. It is not any of the officer's stuff, it is old doors, sinks, heaters etc. (a few cardboard boxes)

The Port of Entry in my opinion should be done the same, we have some things in the basement that do not need to be there. The port needs the duct worked cleaned, as mouse droppings are present on top of it.

I believe these steps would alleviate and OSH concerns we would have with our team out there, they seem really happy with the work and level we are going with at this time.

We are still waiting to hear from the USA but short term accommodations are getting to the point where we will need something very soon. Officers are working 17 or so hours each day with the commute, which they stated they are fine doing for a week or so, which we are at.

#### July 11<sup>th</sup>, 2014

- Pest control company has been on site to work on removing snakes, bats etc.
- Focus on having the single storey house cleaned up for now. Obtain quotes to remove attic insulation, disinfect and reinsulate. Once this work is done, a thorough cleaning of the entire house and get the furnace ducting cleaned.
- Have exterminators remove the bats of the 2 storey house at the same time. If there are babies in the 2 storey, we will have to wait until they can fly before we can keep them out as the mother bat will try everything to get back in to them.

#### July 12<sup>th</sup>, 2014

- Mobile Trailer were delivered to site and set up by the rental company.

#### July 14<sup>th</sup>, 2014

- Border Services Officer saw a 3ft garter snake crawl up into the wall of the main port building. The snake is hiding in the wall
- Female traveller was on the way to the washroom and saw a snake.
- There is a potential for work refusals.

#### July 15<sup>th</sup>, 2014

- Infrastructure is proceeding with plans to remedy the residences and the POE
- HQ has provided funding to proceed with work.
- KP Pest Control is going to site on July 16<sup>th</sup>. PWGSC and Infrastructure met on site to do a full inspection.
- Apparently the snakes have worked their way into the port through the spray foam that was previously used to seal holes and gaps.

#### July 17<sup>th</sup>, 2014

- Senior Management (Director of CPSD) was in Wildhorse for other business and travelled to the port to view the situation.
- Management made the decision that the houses are not salvageable and we should not pour any more money into them. Management made the decision that staff cannot be relocated back into the homes.
- Rental agreement for the two trailers is complete by procurement.

#### July 18<sup>th</sup>, 2014

- Management made the decision in order to make the houses completely safe and to satisfy the officers concerns we need to do the following:
- Two Storey House:
  - Bats are in the walls and attic and they are still in there. Need to get them out and be sure they cannot get back in prior to starting any work.
  - Walls in the upstairs bedrooms need to have plaster removed and cleaned and disinfected and likely have a sealer applied so the smell does not come back
  - Walls would then need to be dry walled and finished
  - Attic needs to have all insulation removed, and then rafters etc. cleaned and disinfected and then again likely have a sealer applied to keep smell away
  - Basement needs to have all insulation removed and replaced in the floor headers, crawlspace etc. Junk needs to be removed.
  - Need to investigate what is behind this insulation in the basements
  - Spray foam insulation would greatly help seal all of these cracks and entry points and I would personally like to see all removed insulation replaced with spray foam. More efficient and makes it hard for things to get back in.
  - Furnace and duct work needs to be cleaned inside and out. Mouse droppings are present on top of the duct work. Have all duct work cleaned thoroughly.
  - Under the addition of the house going into the back door has a strong odor present, pest control company has placed a lot of odor blocks in this area but this isn't a solution.
- Single Storey House:
  - Basically the same as above except we do not believe we need to remove any walls as the bats can't access them. This house has some crawl spaces that need to have pink insulation removed and investigated what is behind it.
- Port Building:
  - Same except we do not think we have any basement crawl spaces. The one snake is in the exterior wall, and pest control company spray foamed the hole but not sure if we have more...we can monitor.

- The port basement duct work and insulation has a fair amount of mouse droppings.

July 21<sup>st</sup>, 2014

- Onside restoration provided a quote to remedy the situation in the house. Quote was \$21K and \$17K for houses.

August 1<sup>st</sup>, 2014

- More snakes reported at the port

August 11<sup>th</sup>, 2014

Estimate as follows:

1. Purchase 2 trailers with two bedrooms and two baths each Starting price is \$75,000 for 3 bed, 2 bath. Based on this I would suggest \$190,000 for 2 to give ourselves a cushion. Comes with 3 appliances, fridge, stove, dishwasher
2. Hook up to electrical, water and septic systems – is present system able to accommodate \$30,000 for utilities, water and sewer for both trailers
3. Air conditioning to both trailers \$4,500 each or \$9,000 total
4. Demolish existing houses Onside Restoration gave class D quote of \$165,000. Buildings contain asbestos which adds to price
5. Skirting & stairs to trailer see 6.
6. Site preparation for the trailers – gravel & sidewalk pavers etc. \$30,000 for both trailers, this would include skirting and stairs. This includes piles for trailer to sit on.
7. Furniture for the new trailers – use old from houses? \$5,000, for new. Not sure why we would provide furniture. In Saskatchewan we don't provide any.
8. Landscaping to decommission the existing houses included in the demolition. Note demolition quote accounts for concrete being left in basement hole
9. Landscaping for new trailers Not required
10. Telephone hook up see 2.
11. Parking area – as required existing parking is sufficient
12. Phone is the responsibility of the landlord? Monthly fee is tenant. Any internet and or TV cable/satellite is the responsibility of the tenant. Everyone uses cell phones. It's rare they hook up land line at the houses. Currently CBSA pays utilities

Total Class D estimate is \$429,000 plus whatever fees public works charges us. \$264,000 to buy and set up trailers without tearing down houses

## Crupi, Kayla

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**From:** Simonson, Lyle  
**Sent:** September 18, 2015 01:52 PM  
**To:** Michael, Connie  
**Subject:** RE: Wildhorse trailer inspection at factory in Kamloops

Thanks. I talked to Darryl and he indicated he would make it work once he gets official approval from Kevin.

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations  
Agence des services frontaliers du Canada  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237

---

**From:** Michael, Connie  
**Sent:** September 18, 2015 11:07 AM  
**To:** Simonson, Lyle  
**Subject:** FW: Wildhorse trailer inspection at factory in Kamloops

Hi Lyle – It is a definite go for you and someone from Operations. Keep this email as the authorization for when the time comes.

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
[Connie.Michael@cbsa-asfc.gc.ca](mailto:Connie.Michael@cbsa-asfc.gc.ca) / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

Gestionnaire de l'infrastructure, Direction générale des opérations  
Agence des services frontaliers du Canada / Gouvernement du Canada  
[Connie.Michael@cbsa-asfc.gc.ca](mailto:Connie.Michael@cbsa-asfc.gc.ca) / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

---

**From:** Patten, Brent  
**Sent:** September 18, 2015 10:10 AM  
**To:** Michael, Connie  
**Cc:** Simonson, Lyle; Hewson, Kevin  
**Subject:** RE: Wildhorse trailer inspection at factory in Kamloops

Hi Connie

In order to ensure its 100% up to specs, I suggest we send Lyle and Darryl Anderson from the district to inspect it before we take ownership. It's a \$230K project and we need to ensure it meets the specs and is what we asked for / need prior to acceptance.

In addition, this is the first trailer of this type that will serve as the 'blueprint' for a new national approach to accommodation. Investing now is smart.

We would also charge this travel to the project.

Kevin - you OK with this?

---

**From:** Michael, Connie  
**Sent:** September 18, 2015 9:59 AM  
**To:** Patten, Brent  
**Cc:** Simonson, Lyle  
**Subject:** Wildhorse trailer inspection at factory in Kamloops

Hi Brent – I sent you an email in regards to the on-site inspection at the factory for the Wildhorse trailer.

Lyle is willing to go when it is ready or do you prefer to send someone from Operations. The trailer is being built and should be signed off by CBSA to ensure it meets our specifications in accordance to the contract.

Please advise.

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

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Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

---

**From:** Simonson, Lyle  
**Sent:** September 18, 2015 9:43 AM  
**To:** Michael, Connie  
**Subject:** RE: Wildhorse snake fence

Were you able to talk to Brent about me going to inspect the trailer in Kamloops before it's delivered?

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations  
Agence des services frontaliers du Canada  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237



## Crupi, Kayla

---

**From:** Simonson, Lyle  
**Sent:** October 3, 2014 12:37 PM  
**To:** Michael, Connie  
**Subject:** RE: Wildhorse trailer Procurement project


You have that in # 7

---

**From:** Michael, Connie  
**Sent:** October 3, 2014 10:36 AM  
**To:** Simonson, Lyle  
**Subject:** RE: Wildhorse trailer Procurement project

Great point. Please add as item #11 and send off to Mustak. Highlight it in red. Phone him and ask him where he is at with this file.

Thanks, Lyle.

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
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Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Simonson, Lyle  
**Sent:** October 3, 2014 11:35 AM  
**To:** Michael, Connie  
**Subject:** RE: Wildhorse trailer Procurement project

You covered it fairly well. Only thing we could really add is work refusals or health and safety reports from operations if they have any.

---

**From:** Michael, Connie  
**Sent:** October 3, 2014 10:32 AM  
**To:** Simonson, Lyle  
**Subject:** RE: Wildhorse trailer Procurement project

If you can think of anything else that is critical, please by all means add to the list and send to PWGSC. I just need to keep this file moving.

*Connie Michael*, RPA, FMA, CMA   
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Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-7561

## Crupi, Kayla

---

**From:** Beauchamp, FrancineJ  
**Sent:** September 30, 2014 12:58 PM  
**To:** Michael, Connie  
**Subject:** RE: Wildhorse trailer Procurement project


Yes.

Francine Beauchamp  
Gestionnaire int., Services à la Direction  
A/Manager, Directorates Services  
Infrastructure et opérations environnementale/Infrastructure and Environmental Operations  
Direction générale du contrôle/Comptrollership Branch  
Agence des services frontaliers du Canada/Canada Border Services Agency

---

**From:** Michael, Connie  
**Sent:** September 30, 2014 12:22 PM  
**To:** Beauchamp, FrancineJ  
**Cc:** Corden, Bianca  
**Subject:** FW: Wildhorse trailer Procurement project

If I send you this SSA will you have Ed sign please.

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
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Corporate & Planning Services Division/Division des services corporatifs et des programmes

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Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Lane, Edward  
**Sent:** September 30, 2014 10:59 AM  
**To:** Baklid, Bente  
**Cc:** Cyr, Sylvain; Hewson, Kevin; Michael, Connie; Scoville, Kim; Patten, Brent; Vinette, Denis R.  
**Subject:** RE: Wildhorse trailer Procurement project

Approved to proceed with procurement of the new housing trailers for Wild Horse.  
SSA to be signed at HQ.

Ed Lane  
Executive Director Infrastructure  
Infrastructure and Environmental Operations Directorate  
Canada Border Services Agency  
10<sup>th</sup> Floor 427 Laurier Avenue West  
Ottawa Ontario K1A 0L8  
Office: 613-954-0236  
Cell: 613-291-9645

---

**From:** Baklid, Bente  
**Sent:** September 30, 2014 11:52 AM  
**To:** Lane, Edward  
**Cc:** Cyr, Sylvain; Hewson, Kevin; Michael, Connie; Scoville, Kim; Patten, Brent; Vinette, Denis R.  
**Subject:** RE: Wildhorse trailer Procurement project

Just following up Ed – did you provide the confirmation as Brent requested?

Thanks in advance,  
Bente

---

**From:** Scoville, Kim  
**Sent:** September 29, 2014 9:49 AM  
**To:** Patten, Brent; Vinette, Denis R.; Lane, Edward  
**Cc:** Cyr, Sylvain; Hewson, Kevin; Baklid, Bente; Michael, Connie  
**Subject:** Re: Wildhorse trailer Procurement project

I will be looking for HQ approval, engagement and support.

---

Sent from my BlackBerry handheld.  
Envoyé à partir de mon BlackBerry.

---

**From:** Patten, Brent  
**Sent:** Monday, September 29, 2014 09:46 AM  
**To:** Vinette, Denis R.; Lane, Edward  
**Cc:** Cyr, Sylvain; Scoville, Kim; Hewson, Kevin; Baklid, Bente; Michael, Connie  
**Subject:** RE: Wildhorse trailer Procurement project

I don't but my manager of Infrastructure does. This SSA is an agreement that PWGSC will procure these on our behalf.

---

**From:** Vinette, Denis R.  
**Sent:** September 29, 2014 8:44 AM  
**To:** Patten, Brent; Lane, Edward  
**Cc:** Cyr, Sylvain; Scoville, Kim; Hewson, Kevin; Baklid, Bente; Michael, Connie  
**Subject:** RE: Wildhorse trailer Procurement project

Ed and Sylvain will need to authorize as I don't expect you would have signing authority against an HQ cost centre.

Ed, Sylvain, pls advise.

## **Denis R. Vinette**

Director General | Border Operations Directorate | Operations Branch  
Directeur général | Direction des opérations frontalières | Direction générale des opérations  
Canada Border Services Agency | Agence des services frontaliers du Canada  
Ottawa ON K1A 0L5  
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Government of Canada | Gouvernement du Canada

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**From:** Patten, Brent  
**Sent:** September 29, 2014 9:29 AM  
**To:** Lane, Edward  
**Cc:** Cyr, Sylvain; Scoville, Kim; Hewson, Kevin; Vinette, Denis R.; Baklid, Bente; Michael, Connie

## Crupi, Kayla

---

**From:** Patten, Brent  
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**Cc:** Cyr, Sylvain; Hewson, Kevin; Michael, Connie; Scoville, Kim; Vinette, Denis R.; Hewson, Kevin  
**Subject:** RE: Wildhorse trailer Procurement project

Thanks Ed

---

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Ed Lane  
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Office: 613-954-0236  
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Thanks in advance,  
Bente

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**To:** Lane, Edward; Baklid, Bente  
**Cc:** Cyr, Sylvain; Hewson, Kevin; Michael, Connie; Scoville, Kim; Patten, Brent  
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Merci  
Denis R. Vinette

Director General | Border Operations Directorate | Operations Branch  
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**Subject:** RE: Wildhorse trailer Procurement project

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Ed Lane  
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Ed, Sylvain, pls advise.

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**Subject:** FW: Wildhorse trailer Procurement project  
**Importance:** High

Hi Ed – as per our conversation from a few weeks ago, we are proceeding with procurement of the new housing trailers for Wild Horse at the cost of \$230K and will be signing the SAA today.

Since this is an HQ cost centre, I thought we should have confirmation from you in writing.

Thanks again

## Crupi, Kayla

---

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**Sent:** September 29, 2014 09:49 AM  
**To:** Patten, Brent; Vinette, Denis R.; Lane, Edward  
**Cc:** Cyr, Sylvain; Hewson, Kevin; Baklid, Bente; Michael, Connie  
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Ed, Sylvain, pls advise.

### Denis R. Vinette

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Since this is an HQ cost centre, I thought we should have confirmation from you in writing.

Thanks again

---

**From:** Michael, Connie  
**Sent:** September 29, 2014 8:26 AM  
**To:** Patten, Brent  
**Subject:** FW: Wildhorse trailer Procurement project  
**Importance:** High

Hi Brent- Please advise if I can sign this today. We have a very short window to ensure installation prior to winter. I would also like to have this cost included in my P06 projections which is today as well.

Thanks,

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
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Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Mustak Sarwer [<mailto:Mustak.Sarwer@pwgsc-tpsgc.gc.ca>]  
**Sent:** September 26, 2014 4:14 PM  
**To:** Michael, Connie  
**Subject:** Wildhorse trailer Procurement project

Hello Connie,  
Please find attached SSA for your approval.  
I will initiate the next phase of this project as soon I receive the signed SSA from you.

If you have any question please feel free to contact me.

Regards,

Mustak Sarwer, B.Arch., Intern OAA, PMP  
Project Manager, Regina  
Professional and Technical Services, Real Property Branch, Western Region  
Public Works and Government Services Canada | Travaux publics et Services gouvernementaux Canada  
Government of Canada | Gouvernement du Canada  
Broad Street Crossing 201-1800 11th Avenue, Regina, SK  
P: (306) 780-8197  
Cell: (306) 501-1670  
E: [mustak.sarwer@pwgsc-tpsgc.gc.ca](mailto:mustak.sarwer@pwgsc-tpsgc.gc.ca)

---

**From:** Michael, Connie [<mailto:Connie.Michael@cbsa-asfc.gc.ca>]  
**Sent:** September-24-14 5:49 AM  
**To:** Mustak Sarwer; Simonson, Lyle  
**Cc:** Hewson, Kevin; Cuzzetto, Richard; Anderson, Darryl  
**Subject:** FW: More friends moving into the port!



## Crupi, Kayla

---

**From:** Lane, Edward  
**Sent:** September 30, 2014 03:08 PM  
**To:** Michael, Connie  
**Subject:** RE: Wildhorse trailer Procurement project

Connie


Could you resend the SSA for Calgary Consolidation with Sylvain Cyr as the signatory for CBSA?  
Please and thank you.

Ed

---

**From:** Michael, Connie  
**Sent:** September 30, 2014 3:07 PM  
**To:** Spiecker, Catherine; Beauchamp, FrancineJ  
**Cc:** Lane, Edward  
**Subject:** RE: Wildhorse trailer Procurement project

Thank you so much.

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

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Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Spiecker, Catherine  
**Sent:** September 30, 2014 2:00 PM  
**To:** Beauchamp, FrancineJ  
**Cc:** Lane, Edward; Michael, Connie  
**Subject:** FW: Wildhorse trailer Procurement project  
**Importance:** High

Hello all,

Please find attached the SSA signed by Sylvain Cyr. Please let me know if you have any questions.

*Catherine Spiecker*  
Office of the DG/ Bureau du DG  
DIOE/IEOD  
Direction Generale du Contrôle/ Comptrollership Branch  
ASFC/CBSA  
613.952-8836  
[catherine.spiecker@cbsa-asfc.gc.ca](mailto:catherine.spiecker@cbsa-asfc.gc.ca)

---

**From:** Cyr, Sylvain  
**Sent:** September 30, 2014 1:32 PM

**To:** Spiecker, Catherine  
**Subject:** FW: Wildhorse trailer Procurement project  
**Importance:** High

Voici le SSA à signer

---

**From:** Patten, Brent  
**Sent:** September 29, 2014 9:29 AM  
**To:** Lane, Edward  
**Cc:** Cyr, Sylvain; Scoville, Kim; Hewson, Kevin; Vinette, Denis R.; Baklid, Bente; Michael, Connie  
**Subject:** FW: Wildhorse trailer Procurement project  
**Importance:** High

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*Connie Michael*, RPA, FMA, CMA   
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**From:** Mustak Sarwer [<mailto:Mustak.Sarwer@pwgsc-tpsgc.gc.ca>]  
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Regards,

Mustak Sarwer, B.Arch., Intern OAA, PMP

Project Manager, Regina  
Professional and Technical Services, Real Property Branch, Western Region  
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E: [mustak.sarwer@pwgsc-tpsgc.gc.ca](mailto:mustak.sarwer@pwgsc-tpsgc.gc.ca)

---

**From:** Michael, Connie [<mailto:Connie.Michael@cbsa-asfc.gc.ca>]  
**Sent:** September-24-14 5:49 AM  
**To:** Mustak Sarwer; Simonson, Lyle  
**Cc:** Hewson, Kevin; Cuzzetto, Richard; Anderson, Darryl  
**Subject:** FW: More friends moving into the port!

Good morning Mustak & Lyle – I know we spoke late yesterday in regards to the residence trailers and the health and safety of our BSO's. As you can see from the pictures attached, the snakes continue to find a warm place to nest as the weather turns. There is a real urgency to ensure the residence trailers arrive on site for the operations group as soon as possible. Please keep me updated on the status of this procurement at all stages. I will be receiving an email from Ron Dyck on the type of trailer and other details that he can research out that would meet their needs. The key is the delivery date and hooking the trailer up to the utilities. The trailers need to be operational for our BSO's prior to the cold weather settling in.

Mustak – show the pictures to your procurement folks as this will emphasize the urgency in the procurement process.

Lyle – Please do whatever you need to do to ensure we deal with the new batch of snakes and probably old ones still in the port of entry. This is very unsettling for our BSO's to have to deal with this on a continuing basis in their workplace. Again, please keep operations and myself aware of what is going on throughout this process.

Thanks,

**Connie Michael**, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
Government of Canada | Gouvernement du Canada  
100 - 269 Main Street | 269 rue Main, salle 100  
Winnipeg MB R3C 1B3  
Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-7561  
Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Anderson, Darryl  
**Sent:** September 23, 2014 6:42 PM  
**To:** Michael, Connie  
**Cc:** Hewson, Kevin; Dyck, Ronald  
**Subject:** Fw: More friends moving into the port!

Fyi it appears we have snake issues at the port again. As it gets colder they are trying to find dens.

---

Sent from my BlackBerry handheld.  
Envoyé à partir de mon BlackBerry.

---

**From:** Kress, Tyler  
**Sent:** Tuesday, September 23, 2014 04:35 PM  
**To:** Anderson, Darryl  
**Cc:** Cahoon, Darren; Slattery, Kristy; Meyer, Ryan; Smith, Trevor; Lingenfelter, Adam; Moritz, Earl  
**Subject:** More friends moving into the port!

Hi Darryl,

Just wanted to let you know more of our snake friends have been lingering around the port. Looks like they have been moving into the metal door frames of both garage doors of the port. Today so far, we have seen three of them.

Pics are attached for your viewing pleasure.

--Tyler

## Crupi, Kayla

---

**From:** Offerman, Miranda on behalf of PRA-CBSA-Region, Procurement  
**Sent:** June 30, 2015 10:09 AM  
**To:** Michael, Connie  
**Subject:** RE: Wildhorse Trailer Purchase - Residence

Hi Connie

I've updated the Req. I'm going to print it off and have you sign so I can resubmit to PWGSC. The GL is 77136

*Miranda*

Miranda Offerman  
A/Procurement Officer, Corporate and Program Services Division, Prairie Region  
**Canada Border Services Agency (CBSA) | Government of Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | Tel: (204) 983-4431 | TTY: 866-335-3237

Agent d'approvisionnement intérimaire, Division des services intégrés et des programmes, Région des prairies  
**Agence des services frontaliers du Canada (ASFC) | Gouvernement du Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | Tél: (204) 983-4431 | ATS: 866-335-3237

---

**From:** Michael, Connie  
**Sent:** June 29, 2015 3:24 PM  
**To:** Offerman, Miranda; PRA-CBSA-Region, Procurement  
**Cc:** Simonson, Lyle  
**Subject:** Wildhorse Trailer Purchase - Residence

Hi Miranda – HQ has approved the Wildhorse Trailer Purchase for this fiscal year in the amount of \$280K

Please change the coding on the purchase requisition with PWGSC.

It should be:

Internal order # 411256  
Fund – 6001  
Functional – 82101  
G/L - ??? whatever you used previously.

Please let me know this coding has been changed.

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
[Connie.Michael@cbsa-asfc.gc.ca](mailto:Connie.Michael@cbsa-asfc.gc.ca) / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

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## Crupi, Kayla

---

**From:** Michael, Connie  
**Sent:** May 7, 2015 04:30 PM  
**To:** Tessier, LucieI  
**Cc:** Simonson, Lyle; Spence, Kimberly  
**Subject:** RE: Wildhorse Trailer SOW and Business Case  
**Attachments:** Business Case Wildhorse Dorm Trailer.xlsx

Done.

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

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Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

---

**From:** Tessier, LucieI  
**Sent:** May 7, 2015 3:26 PM  
**To:** Michael, Connie  
**Cc:** Simonson, Lyle; Spence, Kimberly  
**Subject:** RE: Wildhorse Trailer SOW and Business Case

Hi Connie,

Thanks for the BC, however, we do need to financial details in section 7 of the BC. Please provide breakdown of the \$280K.

Lucie

Lucie Tessier  
Senior Project Officer/Comptrollership Branch  
Canada Border Services Agency / Government of Canada  
[Luciel.Tessier@cbsa-asfc.gc.ca](mailto:Luciel.Tessier@cbsa-asfc.gc.ca) / Tel : 343-291-5823 / TTV : 866-335-3237

Agente de projet principal/Direction générale du contrôle  
Agence des services frontaliers du Canada / Gouvernement du Canada  
[Luciel.Tessier@cbsa-asfc.gc.ca](mailto:Luciel.Tessier@cbsa-asfc.gc.ca) / Tel : 343-291-5823 / TTV : 866-335-3237

---

**From:** Michael, Connie  
**Sent:** May 5, 2015 8:55 AM  
**To:** Tessier, LucieI  
**Cc:** Simonson, Lyle; Spence, Kimberly  
**Subject:** Wildhorse Trailer SOW and Business Case

Hi Lucie – Please find attached the business case and SOW for the residence dormitory style trailer for Wildhorse (purchase trailer). This should be the final submission for Prairies.

I have also updated the Project listing to reflect the Wildhorse project to be approved this fiscal year. We have been given the green light already from Ed Lane.

Thanks,

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

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## Crupi, Kayla

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**Cc:** Simonson, Lyle; Spence, Kimberly  
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Lucie

Lucie Tessier  
Senior Project Officer/Comptrollership Branch  
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[Luciel.Tessier@cbsa-asfc.gc.ca](mailto:Luciel.Tessier@cbsa-asfc.gc.ca) / Tel : 343-291-5823 / TTV : 866-335-3237

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**Subject:** Wildhorse Trailer SOW and Business Case

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I have also updated the Project listing to reflect the Wildhorse project to be approved this fiscal year. We have been given the green light already from Ed Lane.

Thanks,

Connie Michael

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# Julio's Electric

A division of 925883 AB Inc.  
2399 - 13th Ave. S.E.  
MEDICINE HAT, AB T1A 3P3  
PH: 403-548-5731 FAX: 403-527-9232

## PROPOSAL

<b>To</b>  Canada Border Service Agency 1871 Hamilton Street Regina SK S4P-3W5	TELEPHONE 306-780-8372	DATE 9/23/2016
	JOB NAME / LOCATION ATTN: Lyle Simonson RE: ELECTRICAL AND EMERGENCY SERVICE UPGRADE .	
	JOB NUMBER	JOB TELEPHONE

We hereby submit specifications and estimates for:

AS PER SITE VISIT WE ARE PLEASED TO SUBMIT THE FOLLOWING QUOTE  
FOR YOUR CONSIDERATION THE WORK WILL INCLUEDE:

INSTALL A NEW 200A 120/240V SINGLE PHASE METER BASE AT THE POWER POLE OF SUPPLY COMPANY.

INSTALL UNDER GROUND ELECTRI CAL SERVICE FROM EXISTING OVERHEAD POWER POLE TO OFFICE LOCATION.

REMOVE ALL EXISTING MANUAL TRANSFER SWITCHES .

RECONNECT ALL EXISTING SERVICES TO ONE ELECTRICAL SERVICE AND ONE EMERGENCY  
POWER TRANSFER SWITCH.

SUPPLY AND INSTALL A NEW 200A 120/240V AUTOMATIC TRANSFER SWITCH.

NOTE: THIS ELECTRICAL SERVICE WILL REQUIRE THE MINIMUM OF 50 KVA TRANSFORMER TO SUPPLY  
ALL BUILDINGS AND CONNECTION OF NEW SERVICE METER BASE.  
THESE ARE NOT INCLUDED IN OUR QUOTE.

FORTHE QUOTE OF \$ 19,500.00 PLUS GST.

**We Propose** hereby to furnish material and labour - complete in accordance with above specifications, for the sum of:

Nineteen Thousand Five Hundred and 00/100 Dollars dollars (\$) 19,500.00 )

Payment to be made as follows

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, windstorm and other necessary insurance. Our workers are fully covered by Workers' Compensation Insurance.

Authorized  
Signature

Note: This proposal may be  
withdrawn by us if not accepted within

30

days.

## Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_

THE PRINTER (MEDICINE HAT) LTD.

## Crupi, Kayla

---

**From:** Matthew Gillam <Matthew.Gillam@brookfieldgis.com>  
**Sent:** November 8, 2016 11:57 AM  
**To:** Simonson, Lyle  
**Subject:** Re: Wildhorse transfer switch

I will take a look at it tonight and get back to you tomorrow morning.  
I am just on the road all day today so I won't have a chance to investigate it. Hopefully I can find some answers for you.

**Matthew Gillam**  
**Building Technician – Roving**  
**Brookfield Global Integrated Solutions**  
Calgary, Alberta  
M: 403.988.8531

----- Original message -----

From: "Simonson, Lyle" <Lyle.Simonson@cbsa-asfc.gc.ca>  
Date: 2016-11-08 9:48 AM (GMT-07:00)  
To: Matthew Gillam <Matthew.Gillam@brookfieldgis.com>  
Subject: RE: Wildhorse transfer switch

I have a quote from electrician to change transfer switch from manual to automatic. He has included a bunch of extras including trenching in power underground. I have attached the quote. Are you able to decipher what is required to switch from manual to automatic? At this time we do not want to bury the power lines. All I want is switch to be automatic. I'm having a tough time dealing with this electrician. Hoping to get clarity on what is required. Maybe I will just have to send out a different electrician.

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations  
Agence des services frontaliers du Canada  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237

---

**From:** Matthew Gillam [mailto:Matthew.Gillam@brookfieldgis.com]  
**Sent:** November 8, 2016 10:41 AM  
**To:** Simonson, Lyle  
**Subject:** Re: Wildhorse transfer switch

Good morning Lyle,

I understand the basics of a transfer switch and components but by no means is it my place of expertise. I could hunt down the answers if you have some questions though.

**Matthew Gillam**  
**Building Technician – Roving**  
**Brookfield Global Integrated Solutions**  
Calgary, Alberta  
M: 403.988.8531

----- Original message -----

From: "Simonson, Lyle" <[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)>  
Date: 2016-11-07 1:46 PM (GMT-07:00)  
To: Matthew Gillam <[Matthew.Gillam@brookfieldgis.com](mailto:Matthew.Gillam@brookfieldgis.com)>  
Subject: Wildhorse transfer switch

How well do you know transfer switches and related components?

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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Ce courriel est confidentiel et protégé. L'expéditeur ne renonce pas aux droits et obligations qui s'y rapportent. Toute diffusion, utilisation ou copie de ce message ou des renseignements qu'il contient par une personne autre que le(les) destinataire(s) désigné(s) est interdite. Si vous recevez ce courriel par erreur, veuillez m'en aviser immédiatement, par retour de courriel ou par un autre moyen.)

**Crupi, Kayla**

---

**From:** Matthew Gillam <Matthew.Gillam@brookfieldgis.com>  
**Sent:** November 10, 2016 12:44 PM  
**To:** Simonson, Lyle  
**Subject:** Re: Wildhorse transfer switch

Yeah I think a second opinion will be your best bet. I can't really wrap my head around the scope of work unless I am talking with the electrician.

**Matthew Gillam**  
**Building Technician – Roving**  
**Brookfield Global Integrated Solutions**  
Calgary, Alberta  
M: 403.988.8531

----- Original message -----

**From:** "Simonson, Lyle" <Lyle.Simonson@cbsa-asfc.gc.ca>  
**Date:** 2016-11-09 12:18 PM (GMT-07:00)  
**To:** Matthew Gillam <Matthew.Gillam@brookfieldgis.com>  
**Subject:** RE: Wildhorse transfer switch

Thanks. Was hoping to avoid sending someone out due to the distance from Medicine Hat. That's why I hoped you might have the answers!

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
Lyle.Simonson@cbsa-asfc.gc.ca / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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---

**From:** Matthew Gillam [mailto:Matthew.Gillam@brookfieldgis.com]  
**Sent:** November 9, 2016 1:15 PM  
**To:** Simonson, Lyle  
**Subject:** Re: Wildhorse transfer switch

I am not sure why they wouldn't be able to just change out the transfer switch and then when the new Port is in change all the cables to underground.  
I would maybe get a second opinion from another electrical company.  
It might have something to do with the existing cables not being up to code but I am not sure.

Sorry I can't be more help on this.

**Matthew Gillam**  
**Building Technician – Roving**  
**Brookfield Global Integrated Solutions**

Calgary, Alberta  
M: 403.988.8531

----- Original message -----

From: "Simonson, Lyle" <[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)>  
Date: 2016-11-09 10:15 AM (GMT-07:00)  
To: Matthew Gillam <[Matthew.Gillam@brookfieldgis.com](mailto:Matthew.Gillam@brookfieldgis.com)>  
Subject: RE: Wildhorse transfer switch

With port replacement in the future I feel it would be a waste of money burying the overhead lines out there at this time. The electrician advised at one point the manual switch is not ideal as it can result in equipment damage so could be a safety concern. I was hoping that putting in an automatic switch would be easy and fairly cheap as we do not have 20k (plus costs to upgrade transformer) to invest in this. Maybe it's not possible for a simple fix? That's essentially the answer I'm trying to find.

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
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---

**From:** Matthew Gillam [<mailto:Matthew.Gillam@brookfieldgis.com>]  
**Sent:** November 9, 2016 10:55 AM  
**To:** Simonson, Lyle  
**Subject:** Re: Wildhorse transfer switch

Good morning Lyle,

I have looked over this quote and honestly it seems trenching would be the best and proper way to install the new Transfer switch. A second quote from another company would never hurt but I am sure most company's would have the same extras as trenching would be the way to go out there.

Let me know if I can help with anything else and if you do get another contractor to quote the job I could try meet him on site. Give us a better idea of what they want to do.

Thanks,

**Matthew Gillam**  
**Building Technician – Roving**  
**Brookfield Global Integrated Solutions**  
Calgary, Alberta  
M: 403.988.8531

----- Original message -----

From: "Simonson, Lyle" <[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)>  
Date: 2016-11-08 9:48 AM (GMT-07:00)  
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From: "Simonson, Lyle" <[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)>  
Date: 2016-11-07 1:46 PM (GMT-07:00)  
To: Matthew Gillam <[Matthew.Gillam@brookfieldgis.com](mailto:Matthew.Gillam@brookfieldgis.com)>  
Subject: Wildhorse transfer switch

How well do you know transfer switches and related components?

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Please consider the environment before printing this email - Help save our planet.

## Crupi, Kayla

---

**From:** Anderson, Darryl  
**Sent:** July 17, 2014 03:52 PM  
**To:** Colbert, Christine; Michael, Connie; Simonson, Lyle  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC; ABRAHAM, GILLES  
**Subject:** RE: Wildhorse Trip  
**Attachments:** FOXRV.pdf

Hi Christine,

I am attaching the rental agreement.

I was under the impression we were renting these for 8 weeks to start off with?

Do you need the original?

Thanks Darryl

---

**From:** Colbert, Christine  
**Sent:** July 11, 2014 2:17 PM  
**To:** Michael, Connie; Anderson, Darryl; Simonson, Lyle  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC; ABRAHAM, GILLES  
**Subject:** RE: Wildhorse Trip

Good after noon all,

The PO number in CAS for the Rental of two trailers for the Wildhorse staff is  
**2015000759.**

Should you have any questions or concerns during this rental time, please do not hesitate to contact Lyle or myself.

All paperwork and invoices are to be forwarded to Procurement and Infrastructure in a timely manner.

Thank you,

And have a great weekend,

*Christine Colbert*, Procurement Officer

Agence des services frontaliers du Canada | Canada Border Services Agency

Prairie Region | Région des Prairies

100 – 269 Main Street, Winnipeg, MB R3C 1B3

[Christine.Colbert@cbsa-asfc.gc.ca](mailto:Christine.Colbert@cbsa-asfc.gc.ca)

Téléphone | Telephone 204-983-1790 / Télécopieur | Facsimile 204-984-4229

---

**From:** Michael, Connie  
**Sent:** July 11, 2014 2:01 PM  
**To:** Anderson, Darryl; Simonson, Lyle; Colbert, Christine  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

Hi Darryl – Just keep Lyle informed on who he needs to follow up with to ensure the trailer is delivered as soon as possible. Christine will create the paperwork for all costs.

# RENTAL AGREEMENT

Trailer

<b>RENTER</b>	<b>Name</b>	Canada Border Service Agency / Lyle Simonson	
	<b>Address</b>	Highway # 41 South	Box 4080
	<b>City</b>	Wild Horse	Regina
	<b>Province</b>	Alberta	Saskatchewan
	<b>Postal Code</b>	T0K 1L0	S4P 3W5
	<b>Phone</b>	403-868-2222	306-780-8372
	<b>Cell</b>		
	<b>Driver's License #</b>		
	<b>Province</b>		
	<b>Expires</b>		
<b>Date of Birth</b>			
<b>ADD DRIVER</b>	<b>Name</b>		
	<b>Driver's License #</b>		
	<b>Province</b>		
	<b>Expires</b>		
<b>Date of Birth</b>			
<b>OUT</b>	<b>Departure Day</b>	Saturday, Jul 12, 2014	
	<b>Pick-up Time</b>	Delivery to Wild Horse, Alberta	
<b>IN</b>	<b>DUE BACK</b>	Saturday, Aug 9, 2014	
	<b>by</b>	11:00 AM	
<b>TRAILER</b>	<b>Type</b>	29' Travel Trailer	
	<b>Unit</b>	2917 Conquest VIN: 1NL1GTM27B1102996 License: R795-95	



**RV Rentals**

517 Connaught Drive SW  
Medicine Hat, AB, T1A 5J1  
1.888.533.6978  
foxrv@shaw.ca  
www.foxrv.ca

## Notes

Additional days may be added if required.

Type	Description	#	Rate	Amount
<b>▼ DEPOSITS ▼</b>				
Deposits	Reservation and Security Deposit			n/a
Receipt→			<b>Total A</b>	
<b>▼ PREPAID ▼</b>				
Rental - Spring or Fall				
Rental - Summer		28		
CDR	Collision Damage Reduction (CDR) days→	28		
Cleaning Service	Optional Pre-paid Cleaning Service			
Delivery	Delivery and Set-up			Included
Convenience Kit	Kitchen Convenience Kit			
Total B is Due→		30	<b>Subtotal B</b>	\$4,312.00
Post-dated Check→			<b>GST B</b>	\$215.60
Receipt→			<b>Total B</b>	\$4,527.60
<b>▼ DEPARTURE ▼</b>				
Cleaning Service	Optional Pre-paid Cleaning Service		\$39.00	
			<b>Subtotal C</b>	
			<b>GST C</b>	
Receipt→			<b>Total C</b>	
<b>▼ RETURN ▼</b>				
Late Return	hours→		\$25.00	
Cleaning	hours→		\$45.00	
			<b>Subtotal D</b>	
			<b>GST D</b>	
			<b>Total D</b>	
<b>▼ FINAL ACCOUNTING ▼</b>				
<b>CHARGES</b>	<b>Sales (Subtotals B+C+D)</b>			<b>Total Charges</b>
	<b>GST (GST B+C+D)</b> GST # 865761514			▼
	<b>Damages</b>			
<b>CREDITS</b>	<b>Deposit (Total A)</b>			<b>Total Credits</b>
	<b>Total Paid to Date (Totals B+C as shown paid)</b>			▼
	<b>Approved Repair</b>			
Receipt→			<b>NET ►</b>	

## ACCEPTANCE

I have read, understand and agree to be bound by the terms and conditions on both sides of this rental agreement, addendums that constitute part of this rental agreement, and those contained in the current rental information pamphlet. I certify that all information that I have provided is true and correct. I agree to make payment as outline above.

Date of Acceptance

per FOX RV Rentals

per Canada Border Service Agency



## Crupi, Kayla

---

**From:** Michael, Connie  
**Sent:** July 14, 2014 11:39 AM  
**To:** Colbert, Christine; Anderson, Darryl; Simonson, Lyle  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC; ABRAHAM, GILLES  
**Subject:** RE: Wildhorse Trip

Great work team. This is a real success story in making things happen at the drop of a dime.

*Connie Michael*, RPA, FMA, CMA 

Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

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Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Colbert, Christine  
**Sent:** July 11, 2014 3:17 PM  
**To:** Michael, Connie; Anderson, Darryl; Simonson, Lyle  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC; ABRAHAM, GILLES  
**Subject:** RE: Wildhorse Trip

Good after noon all,

The PO number in CAS for the Rental of two trailers for the Wildhorse staff is  
**2015000759.**

Should you have any questions or concerns during this rental time, please do not hesitate to contact Lyle or myself.

All paperwork and invoices are to be forwarded to Procurement and Infrastructure in a timely manner.

Thank you,

And have a great weekend,

*Christine Colbert*, Procurement Officer

Agence des services frontaliers du Canada | Canada Border Services Agency  
Prairie Region | Région des Prairies  
100 - 269 Main Street, Winnipeg, MB R3C 1B3  
[Christine.Colbert@cbsa-asfc.gc.ca](mailto:Christine.Colbert@cbsa-asfc.gc.ca)  
Téléphone | Telephone 204-983-1790 / Télécopieur | Facsimile 204-984-4229

---

**From:** Michael, Connie  
**Sent:** July 11, 2014 2:01 PM  
**To:** Anderson, Darryl; Simonson, Lyle; Colbert, Christine  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

Hi Darryl – Just keep Lyle informed on who he needs to follow up with to ensure the trailer is delivered as soon as possible. Christine will create the paperwork for all costs.

Christine – The coding is as follows:

Fund – 2001  
Functional 82101  
IO # 502913  
G/L – trailer rental

Thanks,

**Connie Michael**, RPA, FMA, CMA 

Manager, Fixed Infrastructure  
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Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 1:32 PM  
**To:** Simonson, Lyle; Michael, Connie  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

I have checked with an outfit in Medicine Hat and have checked quickly with the team.

Fox Rentals could deliver a 29 foot travel trailer with two separate bedrooms on each end and deliver it on Saturday. The guys are ok sleeping in this and using bathroom and shower in the POE.

The Price is                      each day plus insurance costs. Not sure how much they would charge to deliver. At least it is a place to sleep?

I am waiting for another quote from another company. If this US house does not come through, this could be a temp option that would be about                      a month?

Is this an option?

---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 10:18 AM  
**To:** Simonson, Lyle; Michael, Connie  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

I agree, now the only urgency is where is my team going to sleep. Fingers crossed for the USA house but we have to have a contingency plan if that falls through?

---

**From:** Simonson, Lyle  
**Sent:** July 11, 2014 10:11 AM  
**To:** Michael, Connie; Anderson, Darryl

**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

I discussed this with Connie. I am going to focus on getting the single story cleaned up for now. This means getting quotes to remove attic insulation, disinfect and reinsulate. Once that is done we will do a thorough cleaning of the entire house and get the furnace ducting sucked out.

I will also work at getting the bats out of the 2 story at the same time. If there are babies in the 2 story we pretty much have to wait until they can fly before we can keep them out as the mothers will try everything to get back in to them.

Thanks,

Lyle

---


---

**From:** Michael, Connie  
**Sent:** July 11, 2014 9:41 AM  
**To:** Anderson, Darryl  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC; Simonson, Lyle  
**Subject:** RE: Wildhorse Trip

Hi Darryl – This is great report. Now we have something to work on.

Lyle & Charlie – Please prepare a plan of action to send to all on the email.

Thanks,

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
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Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 9:41 AM  
**To:** Michael, Connie  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** Wildhorse Trip

Hi Connie,

Charlie is going to send some pictures shortly I am sure but wanted to give a quick version of what we found. I think we will likely need another call to discuss.

Start with good news. I could see no new signs of life in the two story house. Did not find any snakes or evidence of mice or bats. It looks like KP did some spray foaming and caulking. The one concern with that house is still the chimney cap as it will need a lift to be inspected.

The single story attic is unfortunately full of bat feces. I believe strongly that this needs to be remediated as it fairly significant. We could not see any signs of life in this attic, but I believe the damage was done last year.

The port of entry is not nearly as bad but does have bat feces on each end but not nearly to the extent of the houses. I am thinking this should be cleaned as well. There are some strange crawl spaces that will need to be addressed by whomever comes in to remediate as well.

We did not see any signs of life in the Port attic.

This is what we are thinking needs to be done.

The two storey house is in bad shape. The insulation needs to be removed, walls upstairs need to have plaster removed and then all bat fecal matter removed and cleaned and disinfected. The basement needs to have floor joist insulation removed. It is our belief that then applying spray foam insulation will assist in keeping critters out, but will also fill these voids to prevent any further contamination.

The duct work needs to be cleaned and vacuumed out. Remove a few things from the basement and then when all is done, clean up the houses for the staff to move back in.

The single storey house will likely not need any walls or plaster taken down, but the same steps should be done. We have a bit more junk in the basement that needs to go. It is not any of the officers stuff, it is old doors, sinks, heaters etc. (a few cardboard boxes)

The Port of Entry in my opinion should be done the same, we have some things in the basement that do not need to be there. The port needs the duct worked cleaned, as mouse droppings are present on top of it.

I believe these steps would alleviate and OSH concerns we would have with our team out there, they seem really happy with the work and level we are going with at this time.

We are still waiting to hear from the USA but short term accommodations are getting to the point where we will need something very soon. Officers are working 17 or so hours each day with the commute, which they stated they are fine doing for a week or so, which we are at.

I am sure we will talk today, Charlie will send pictures soon.

Darryl Anderson  
Superintendent Division II  
Del Bonita, Wildhorse, Lethbridge  
Southern Alberta and Southern Saskatchewan District  
Canada Border Services Agency / Government of Canada  
[Darryl.Anderson@cbsa-asfc.gc.ca](mailto:Darryl.Anderson@cbsa-asfc.gc.ca) / Tel: 403-758-3613 / TTY: 866-335-3237  
Surintendant Division II  
Del Bonita, Wildhorse, Lethbridge  
District du sud de l'Alberta et du sud de la Saskatchewan  
Agence des services frontaliers du Canada / Gouvernement du Canada  
[Darryl.Anderson@cbsa-asfc.gc.ca](mailto:Darryl.Anderson@cbsa-asfc.gc.ca) / Tel. : 403-758-3613 / ATS : 866-335-3237

## Crupi, Kayla

---

**From:** Simonson, Lyle  
**Sent:** July 11, 2014 03:29 PM  
**To:** Anderson, Darryl; Michael, Connie; Colbert, Christine  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

No that's fine with me. As long as they know where it's supposed to go and they are ok with signing it we are good.

Thanks,

Lyle

---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 1:28 PM  
**To:** Simonson, Lyle; Michael, Connie; Colbert, Christine  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

Excellent....

I have talked to Tevor Smith, he has no issues with signing for them, unless you feel the need for me to go out and do that?

---

**From:** Simonson, Lyle  
**Sent:** July 11, 2014 1:22 PM  
**To:** Michael, Connie; Anderson, Darryl; Colbert, Christine  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

Christine is going to talk to Jan to get the PO set up.

Darryl 2 will be delivered on site tomorrow.

Thanks,

Lyle

---

**From:** Michael, Connie  
**Sent:** July 11, 2014 1:13 PM  
**To:** Anderson, Darryl; Simonson, Lyle; Colbert, Christine  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

Yes two trailers is what we should do. Do they have two available to bring down?

With this plan now for trailers to be brought in, it will allow us to fix the houses properly and do all the remedial work necessary. Lyle is going to be coming to Southern Alberta the week of the 21<sup>st</sup> and he will travel with Charlie.

Thanks,

*Connie Michael*, RPA, FMA, CMA &  
Manager, Fixed Infrastructure

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Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 2:10 PM  
**To:** Michael, Connie; Simonson, Lyle; Colbert, Christine  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

I can help out with whatever is needed. This will take care of the immediate need. I will have to deal with male/female combinations next week so we have to perhaps consider an additional one??

I am not thinking it will be good to house them together....are two units an option...

Thoughts?

---

**From:** Michael, Connie  
**Sent:** July 11, 2014 1:01 PM  
**To:** Anderson, Darryl; Simonson, Lyle; Colbert, Christine  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

Hi Darryl – Just keep Lyle informed on who he needs to follow up with to ensure the trailer is delivered as soon as possible. Christine will create the paperwork for all costs.

Christine – The coding is as follows:

Fund – 2001  
Functional 82101  
IO # 502913  
G/L – trailer rental

Thanks,

*Connie Michael*, RPA, FMA, CMA   
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---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 1:32 PM  
**To:** Simonson, Lyle; Michael, Connie  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

I have checked with an outfit in Medicine Hat and have checked quickly with the team.

## Crupi, Kayla

---

**From:** Simonson, Lyle  
**Sent:** July 11, 2014 03:22 PM  
**To:** Michael, Connie; Anderson, Darryl; Colbert, Christine  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

Christine is going to talk to Jan to get the PO set up.

Darryl 2 will be delivered on site tomorrow.

Thanks,

Lyle


---

**From:** Michael, Connie  
**Sent:** July 11, 2014 1:13 PM  
**To:** Anderson, Darryl; Simonson, Lyle; Colbert, Christine  
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**Subject:** RE: Wildhorse Trip

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With this plan now for trailers to be brought in, it will allow us to fix the houses properly and do all the remedial work necessary. Lyle is going to be coming to Southern Alberta the week of the 21<sup>st</sup> and he will travel with Charlie.

Thanks,

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**From:** Anderson, Darryl  
**Sent:** July 11, 2014 2:10 PM  
**To:** Michael, Connie; Simonson, Lyle; Colbert, Christine  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

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I am not thinking it will be good to house them together....are two units an option...

Thoughts?

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**From:** Michael, Connie  
**Sent:** July 11, 2014 1:01 PM

## Crupi, Kayla

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**From:** Anderson, Darryl  
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**To:** Michael, Connie; Simonson, Lyle; Colbert, Christine  
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Thoughts?

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**To:** Anderson, Darryl; Simonson, Lyle; Colbert, Christine  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

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IO # 502913  
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Thanks,

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---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 1:32 PM  
**To:** Simonson, Lyle; Michael, Connie  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

I have checked with an outfit in Medicine Hat and have checked quickly with the team.

Fox Rentals could deliver a 29 foot travel trailer with two separate bedrooms on each end and deliver it on Saturday. The guys are ok sleeping in this and using bathroom and shower in the POE.



## Crupi, Kayla

---

**From:** Michael, Connie  
**Sent:** July 11, 2014 02:53 PM  
**To:** Anderson, Darryl; Hewson, Kevin; Simonson, Lyle  
**Cc:** ABRAHAM, GILLES  
**Subject:** RE: Wildhorse Trip

Lyle is going to contact Darryl to ensure he has all the information. Christine is aware of the vendor and will issue a PO # today. I will provide coding to Christine. It does not matter about the cost, just ensure the trailer is there tomorrow.

Thanks,

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
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Cell: (204) 292-3876  
Email/Courriel: connie.michael@cbsa-asfc.gc.ca

---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 1:49 PM  
**To:** Hewson, Kevin; Michael, Connie; Simonson, Lyle  
**Cc:** ABRAHAM, GILLES  
**Subject:** RE: Wildhorse Trip

My mistake I was looking at spring...weekly is 983...

---

**From:** Hewson, Kevin  
**Sent:** July 11, 2014 12:47 PM  
**To:** Michael, Connie; Simonson, Lyle  
**Cc:** ABRAHAM, GILLES; Anderson, Darryl  
**Subject:** RE: Wildhorse Trip

Darryl says it looks like around 750 per week on the Fox website.

---

**From:** Michael, Connie  
**Sent:** July 11, 2014 12:46 PM  
**To:** Hewson, Kevin; Simonson, Lyle  
**Cc:** ABRAHAM, GILLES; Anderson, Darryl  
**Subject:** RE: Wildhorse Trip  
**Importance:** High

I agree. Great work from Darryl.

Lyle – Please contact Darryl and make this happen for tomorrow. I will call you as soon as I get off the phone.

Gilles – I have cc'd you since this may require you to put a contract together on our behalf.

Thanks,

**Connie Michael**, RPA, FMA, CMA 

Manager, Fixed Infrastructure  
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---

**From:** Hewson, Kevin  
**Sent:** July 11, 2014 1:42 PM  
**To:** Michael, Connie  
**Subject:** FW: Wildhorse Trip

The US CBP housing decision is stuck in Washington DC with their Legal department.

Now that we have a good picture of the work that needs to be done, I believe we should proceed with renting this trailer and getting it there by tomorrow. Thoughts?

---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 12:32 PM  
**To:** Simonson, Lyle; Michael, Connie  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

I have checked with an outfit in Medicine Hat and have checked quickly with the team.

Fox Rentals could deliver a 29 foot travel trailer with two separate bedrooms on each end and deliver it on Saturday. The guys are ok sleeping in this and using bathroom and shower in the POE.

The Price is \$ each day plus insurance costs. Not sure how much they would charge to deliver. At least it is a place to sleep?

I am waiting for another quote from another company. If this US house does not come through, this could be a temp option that would be about a month?

Is this an option?

---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 10:18 AM  
**To:** Simonson, Lyle; Michael, Connie  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

I agree, now the only urgency is where is my team going to sleep. Fingers crossed for the USA house but we have to have a contingency plan if that falls through?

---

**From:** Simonson, Lyle  
**Sent:** July 11, 2014 10:11 AM  
**To:** Michael, Connie; Anderson, Darryl  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

## Crupi, Kayla

---

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** July 11, 2014 12:03 PM  
**To:** Michael, Connie; Anderson, Darryl  
**Cc:** Hewson, Kevin; Simonson, Lyle; Jacobs, Sheldon: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

Is the single story an acceptable living space while the two story gets a make-over? Then swap houses?

Charlie Vegter  
Building Operator Maintainer  
Carway Border Facility  
P.O. Box 2755 Cardston AB.  
T0K 0K0  
Phone: 403-653-1038  
Fax: 403-653-4317  
Cell: 403-634-9393  
Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)



Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

Canada

---

**From:** Michael, Connie [<mailto:Connie.Michael@cbsa-asfc.gc.ca>]  
**Sent:** July-11-14 9:41 AM  
**To:** Anderson, Darryl  
**Cc:** Hewson, Kevin; Charlie Vegter; Simonson, Lyle  
**Subject:** RE: Wildhorse Trip

Hi Darryl – This is great report. Now we have something to work on.

Lyle & Charlie – Please prepare a plan of action to send to all on the email.

Thanks,

**Connie Michael**, RPA, FMA, CMA

Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
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---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 9:41 AM  
**To:** Michael, Connie  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** Wildhorse Trip

Hi Connie,

## Crupi, Kayla

---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 12:57 PM  
**To:** Simonson, Lyle; Michael, Connie  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

The single Story BAT issue last year was in August. The reports are dated Aug 13 so I think it is safe to say they moved in well before that.

Land Description IS SE SEC 4, TWPI, RR2, West 4

I have the guys looking through some files out there to see if they can find the info on the houses.

Hard to say when they were first noticed, we have always seen them out there.

The house has always been occupied, but we had two officers living there permanently for the past few years and recently just on relief officer.

The two officers living there permanently have gone through rabies vaccines.... FYI

---

**From:** Simonson, Lyle  
**Sent:** July 11, 2014 10:29 AM  
**To:** Anderson, Darryl; Michael, Connie  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

I need the following information for Service Master. Irena would have it but she is not in today. Can you provide it?

Size of house  
When house built  
How long has attic been infested  
When were bats first noticed  
How many living in house and for how long after infestation  
Legal land location  
Who other than me wants to be there contact?

I am hoping they send someone down to look so we can get an accurate estimate.

Thanks,

Lyle

---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 10:18 AM  
**To:** Simonson, Lyle; Michael, Connie  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

I agree, now the only urgency is where is my team going to sleep. Fingers crossed for the USA house but we have to have a contingency plan if that falls through?

## Crupi, Kayla

---

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** July 11, 2014 12:54 PM  
**To:** Simonson, Lyle; Anderson, Darryl; Michael, Connie  
**Cc:** Hewson, Kevin  
**Subject:** RE: Wildhorse Trip  
**Attachments:** Carway & Outports Legal Land Description is.doc

- In the hazmat report that I sent you on the 9<sup>th</sup> starting page 53 has room areas for each of the buildings.
- Guessing built in the 1950's with the addition added later.
- Bats moved into the single story house after the one way doors were installed in the two story house. Last summer. But that was just in the chimney we assumed.
- A couple was living in the residence and lived there till two months ago or so.
- Legal land description, see attached for your records.
- I will be a contact.

Charlie Vegter  
Building Operator Maintainer  
Carway Border Facility  
P.O. Box 2755 Cardston AB.  
T0K 0K0  
Phone: 403-653-1038  
Fax: 403-653-4317  
Cell: 403-634-9393  
Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)



Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

Canada

---

**From:** Simonson, Lyle [<mailto:Lyle.Simonson@cbsa-asfc.gc.ca>]  
**Sent:** July-11-14 10:29 AM  
**To:** Anderson, Darryl; Michael, Connie  
**Cc:** Hewson, Kevin; Charlie Vegter  
**Subject:** RE: Wildhorse Trip

I need the following information for Service Master. Irena would have it but she is not in today. Can you provide it?

Size of house  
When house built  
How long has attic been infested  
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How many living in house and for how long after infestation  
Legal land location  
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I am hoping they send someone down to look so we can get an accurate estimate.

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Lyle

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**Sent:** July 11, 2014 10:18 AM  
**To:** Simonson, Lyle; Michael, Connie  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

I agree, now the only urgency is where is my team going to sleep. Fingers crossed for the USA house but we have to have a contingency plan if that falls through?

---

**From:** Simonson, Lyle  
**Sent:** July 11, 2014 10:11 AM  
**To:** Michael, Connie; Anderson, Darryl  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

I discussed this with Connie. I am going to focus on getting the single story cleaned up for now. This means getting quotes to remove attic insulation, disinfect and reinsulate. Once that is done we will do a thorough cleaning of the entire house and get the furnace ducting sucked out.

I will also work at getting the bats out of the 2 story at the same time. If there are babies in the 2 story we pretty much have to wait until they can fly before we can keep them out as the mothers will try everything to get back in to them.

Thanks,

Lyle

---

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**From:** Michael, Connie  
**Sent:** July 11, 2014 9:41 AM  
**To:** Anderson, Darryl  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC; Simonson, Lyle  
**Subject:** RE: Wildhorse Trip

Hi Darryl – This is great report. Now we have something to work on.

Lyle & Charlie – Please prepare a plan of action to send to all on the email.

Thanks,

**Connie Michael**, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
Government of Canada | Gouvernement du Canada  
100 - 269 Main Street | 269 rue Main, salle 100  
Winnipeg MB R3C 1B3  
Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-7561  
Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 9:41 AM  
**To:** Michael, Connie

**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** Wildhorse Trip

Hi Connie,

Charlie is going to send some pictures shortly I am sure but wanted to give a quick version of what we found. I think we will likely need another call to discuss.

Start with good news. I could see no new signs of life in the two story house. Did not find any snakes or evidence of mice or bats. It looks like KP did some spray foaming and caulking. The one concern with that house is still the chimney cap as it will need a lift to be inspected.

The single story attic is unfortunately full of bat feces. I believe strongly that this needs to be remediated as it fairly significant. We could not see any signs of life in this attic, but I believe the damage was done last year.

The port of entry is not nearly as bad but does have bat feces on each end but not nearly to the extent of the houses. I am thinking this should be cleaned as well. There are some strange crawl spaces that will need to addressed by whomever comes in to remediate as well.

We did not see any signs of life in the Port attic.

This is what we are thinking needs to be done.

The two storey house is in bad shape. The insulation needs to be removed, walls upstairs need to have plaster removed and then all bat fecal matter removed and cleaned and disinfected. The basement needs to have floor joist insulation removed. It is our belief that then applying spray foam insulation will assist in keeping critters out, but will also fill these voids to prevent any further contamination.

The duct work needs to be cleaned and vacuumed out. Remove a few things from the basement and then when all is done, clean up the houses for the staff to move back in.

The single storey house will likely not need any walls or plaster taken down, but the same steps should be done. We have a bit more junk in the basement that needs to go. It is not any of the officers stuff, it is old doors, sinks, heaters etc. (a few cardboard boxes)

The Port of Entry in my opinion should be done the same, we have some things in the basement that do not need to be there. The port needs the duct worked cleaned, as mouse droppings are present on top of it.

I believe these steps would alleviate and OSH concerns we would have with our team out there, they seem really happy with the work and level we are going with at this time.

We are still waiting to hear from the USA but short term accommodations are getting to the point where we will need something very soon. Officers are working 17 or so hours each day with the commute, which they stated they are fine doing for a week or so, which we are at.

I am sure we will talk today, Charlie will send pictures soon.

Darryl Anderson  
Superintendent Division II  
Del Bonita, Wildhorse, Lethbridge  
Southern Alberta and Southern Saskatchewan District  
Canada Border Services Agency / Government of Canada  
[Darryl.Anderson@cbsa-asfc.gc.ca](mailto:Darryl.Anderson@cbsa-asfc.gc.ca) / Tel: 403-758-3613 / TTY: 866-335-3237  
Surintendant Divison II  
Del Bonita, Wildhorse, Lethbridge

## Legal Land Description for Carway & Out Ports

Carway - South West  $\frac{1}{4}$ , Section 2, Township 1, Range 26, West of 4<sup>th</sup> Meridian

Del Bonita - South West  $\frac{1}{2}$ , Section 5, Township 1, Range 21, West of 4<sup>th</sup> Meridian

Chief Mt. - South West  $\frac{1}{4}$  Section 2 Township 1 Range 28 West of 4<sup>th</sup> Meridian

Wildhorse - South East, Section 4, Township 1, Range 2, West of 4<sup>th</sup> Meridian

Aden - South West, Section 2, Township 3, Range 10, West of 4<sup>th</sup> Meridian



## Crupi, Kayla


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**From:** Michael, Connie  
**Sent:** July 11, 2014 03:13 PM  
**To:** Anderson, Darryl; Simonson, Lyle; Colbert, Christine  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

Yes two trailers is what we should do. Do they have two available to bring down?

With this plan now for trailers to be brought in, it will allow us to fix the houses properly and do all the remedial work necessary. Lyle is going to be coming to Southern Alberta the week of the 21<sup>st</sup> and he will travel with Charlie.

Thanks,

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
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Cell: (204) 292-3876  
Email/Courriel: connie.michael@cbsa-asfc.gc.ca

---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 2:10 PM  
**To:** Michael, Connie; Simonson, Lyle; Colbert, Christine  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

I can help out with whatever is needed. This will take care of the immediate need. I will have to deal with male/female combinations next week so we have to perhaps consider an additional one??

I am not thinking it will be good to house them together....are two units an option...

Thoughts?

---

**From:** Michael, Connie  
**Sent:** July 11, 2014 1:01 PM  
**To:** Anderson, Darryl; Simonson, Lyle; Colbert, Christine  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

Hi Darryl – Just keep Lyle informed on who he needs to follow up with to ensure the trailer is delivered as soon as possible. Christine will create the paperwork for all costs.

Christine – The coding is as follows:

Fund – 2001  
Functional 82101  
IO # 502913  
G/L – trailer rental

Thanks,

**Connie Michael**, RPA, FMA, CMA &

Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
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Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 1:32 PM  
**To:** Simonson, Lyle; Michael, Connie  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

I have checked with an outfit in Medicine Hat and have checked quickly with the team.

Fox Rentals could deliver a 29 foot travel trailer with two separate bedrooms on each end and deliver it on Saturday. The guys are ok sleeping in this and using bathroom and shower in the POE.

The Price is \$ each day plus insurance costs. Not sure how much they would charge to deliver. At least it is a place to sleep?

I am waiting for another quote from another company. If this US house does not come through, this could be a temp option that would be about a month?

Is this an option?

---

**From:** Anderson, Darryl  
**Sent:** July 11, 2014 10:18 AM  
**To:** Simonson, Lyle; Michael, Connie  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

I agree, now the only urgency is where is my team going to sleep. Fingers crossed for the USA house but we have to have a contingency plan if that falls through?

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**From:** Simonson, Lyle  
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**To:** Michael, Connie; Anderson, Darryl  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC  
**Subject:** RE: Wildhorse Trip

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---


---

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**To:** Anderson, Darryl  
**Cc:** Hewson, Kevin; Vegter, Charlie: PWGSC / TPSGC; Simonson, Lyle  
**Subject:** RE: Wildhorse Trip

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Darryl Anderson  
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District du sud de l'Alberta et du sud de la Saskatchewan  
Agence des services frontaliers du Canada / Gouvernement du Canada  
**Darryl.Anderson@cbsa-asfc.gc.ca** / Tel. : 403-758-3613 / ATS : 866-335-3237

## Crupi, Kayla

---

**From:** Simonson, Lyle  
**Sent:** May 15, 2014 10:34 AM  
**To:** Michael, Connie  
**Subject:** RE: wildhorse Water

I could ask him. However installing the chlorination system is supposed to eliminate the need to clean the filter so often. Could we check with the water group if they would cover the cost?

---

**From:** Michael, Connie  
**Sent:** May 14, 2014 5:45 PM  
**To:** Simonson, Lyle  
**Subject:** RE: wildhorse Water

Hi Lyle – Is this something that Charlie could do for us? We pay PWGSC a fee to manage these facilities and easily can be done with them.

Let me know your thoughts.

---

**From:** Simonson, Lyle  
**Sent:** May 14, 2014 4:26 PM  
**To:** Michael, Connie  
**Subject:** wildhorse Water

The officer at Wildhorse that was cleaning the filter for the ultraviolet system is leaving. None of the other officers wish to take this on. The plumber does not want the cleaner looking at it as they tried to clean it once and broke it and he would prefer they keep their hands off it. The filter needs cleaning about every 7 weeks. We have 2 options:

1. Send plumber out every 7 weeks at a cost of about \$650. As this is plumber Irena uses for Aden and Wildhorse he could regularly address any plumbing issues we have at that time as well
2. Install a full line chlorination system. This would cost about \$10,300. Installing this would elimination needing to clean the filter every 6 months.

How would you like to proceed with this?

Thanks,

Lyle Simonson  
Facility Officer  
Canada Border Services Agency/Agence des services frontaliers du Canada  
1871 Hamilton Street  
Regina, Saskatchewan  
S4P 3W5  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)  
Tel: (306) 780-8372  
Fax: (306) 780-7750  
Teletypewriter: 1-866-335-3237

## Crupi, Kayla

---

**From:** Bowman, Stephan  
**Sent:** October 23, 2014 09:32 AM  
**To:** Michael, Connie  
**Subject:** RE: Wildhorse water

Sorry for the delay on making the decision on the chlorinator at Wildhorse, but we may have already busted our budget for the year.

Will let you know as soon as I have info.

Steve

Stephan Bowman  
Senior Environmental Analyst | Analyste principal de l'environnement  
Environmental Programs Division | Division des programmes environnementaux  
Canada Border Services Agency | Agence des services frontaliers du Canada  
427 Laurier Avenue West, 10th Floor | 427, avenue Laurier Ouest, 10e étage  
Ottawa, ON K1A 0L8

Telephone | Téléphone 613-957-2252  
Facsimile | Télécopieur 613-948-9286

---

**From:** Simonson, Lyle  
**Sent:** October 21, 2014 10:43 AM  
**To:** Bowman, Stephan; Michael, Connie  
**Cc:** De-Beer, Pete; Proudfoot, Hayley  
**Subject:** RE: Wildhorse water

Stephan,

I'm not an expert when it comes to water treatment by any means. I have been advised by our plumber who is very thorough and also does testing of the water that this is the last step for this system. Once the chlorination system is in place it will fix the problems with fouling the UV filter.

Pete,

I am out at Wildhorse Thursday. I will assess the equipment we have out there and come up with what size of room will be required to house it.

Thanks,

Lyle

---

**From:** Bowman, Stephan  
**Sent:** October 17, 2014 10:06 AM  
**To:** Michael, Connie  
**Cc:** De-Beer, Pete; Proudfoot, Hayley; Simonson, Lyle  
**Subject:** RE: Wildhorse water

Connie,

I don't mind investing \$11K in a water treatment system if the system can be re-installed in the new port of entry. I just looked at the historical water quality data for this port. It's all over them map. Sodium seems to be the main issue now.

It appears the system could benefit from inline chlorination will help, as the UV filter is likely not providing adequate protection alone. The continuous fouling of the UV system concerns me as well – Lyle, what do you think is fouling the UV filter? Seems like the multimedia filter should be removing any particulates. Is it a black slime?

Pete,

Any thoughts on the potential for reusing installed water treatment equipment at a new POE? What is the timeline for the phase II ports?

Steve

Stephan Bowman

Senior Environmental Analyst | Analyste principal de l'environnement  
Environmental Programs Division | Division des programmes environnementaux  
Canada Border Services Agency | Agence des services frontaliers du Canada  
427 Laurier Avenue West, 10th Floor | 427, avenue Laurier Ouest, 10e étage  
Ottawa, ON K1A 0L8

Telephone | Téléphone 613-957-2252  
Facsimile | Télécopieur 613-948-9286

---

**From:** Michael, Connie  
**Sent:** October 16, 2014 8:27 AM  
**To:** Bowman, Stephan  
**Cc:** Simonson, Lyle  
**Subject:** FW: Wildhorse water

Good morning Stephan – As you can see from Lyle's email below, we have issues with the Wildhorse water "again". Please provide direction on how you wish us to proceed.

Thank you Stephan.

*Connie Michael*, RPA, FMA, CMA 

Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
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Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Simonson, Lyle  
**Sent:** October 14, 2014 11:05 AM  
**To:** Michael, Connie  
**Subject:** Wildhorse water

There are still issues with the water. They are cleaning the sleeve constantly on the UV filter. The water also has sulfur smell from time to time. The solution to fix the problems is a an inline chlorination system. Once again the cost for that is approximately \$11K. This is a reoccurring issue and is going to keep happening until we put in a system.

Thanks,

Lyle Simonson  
Facility Officer  
Canada Border Services Agency/Agence des services frontaliers du Canada  
1871 Hamilton Street  
Regina, Saskatchewan  
S4P 3W5  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)  
Tel: (306) 780-8372  
Fax: (306) 780-7750  
Teletypewriter: 1-866-335-3237



## Crupi, Kayla

---

**From:** Marsden, Kelly  
**Sent:** August 6, 2015 10:56 AM  
**To:** Michael, Connie  
**Cc:** Simonson, Lyle; Proudfoot, Hayley  
**Subject:** RE: Wildhorse well

Perfect.  
Sorry to add administrative burden!  
K

---

**From:** Michael, Connie  
**Sent:** August 6, 2015 10:52 AM  
**To:** Marsden, Kelly  
**Cc:** Simonson, Lyle  
**Subject:** RE: Wildhorse well

Hi Kelly – I will have Lyle start on this as soon as possible.

Thanks,

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

Gestionnaire de l'infrastructure, Direction générale des opérations  
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Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

---

**From:** Marsden, Kelly  
**Sent:** August 6, 2015 9:51 AM  
**To:** Michael, Connie  
**Subject:** FW: Wildhorse well

Hi Connie :

Can you please provide me with the quote back from BGIS and the quote with Lyle undertaking the work independently. We need proof for PW to manage the quality assurance/quality management components of this contract.

Thanks,  
K

---

**From:** Proudfoot, Hayley  
**Sent:** August 6, 2015 10:40 AM  
**To:** Marsden, Kelly  
**Subject:** Fw: Wildhorse well

Sent from my BlackBerry 10 smartphone.

## Crupi, Kayla

---

**From:** Forrester, Irena  
**Sent:** October 7, 2013 03:31 PM  
**To:** Gray, Barbara  
**Cc:** Michael, Connie  
**Subject:** RE: Wildhorse Well De-commissioning

And the contractor has been advised that he can proceed with the work and will provide me with a schedule.

I am thinking we will be done in about two weeks.....allowing time for him to get his supplies.

Irena!

---

**From:** Gray, Barbara  
**Sent:** October 7, 2013 1:28 PM  
**To:** Forrester, Irena  
**Cc:** Michael, Connie  
**Subject:** RE: Wildhorse Well De-commissioning

Great. Thank you for the clarification Irena.

---

**From:** Forrester, Irena  
**Sent:** October 7, 2013 3:22 PM  
**To:** Gray, Barbara  
**Cc:** Michael, Connie  
**Subject:** RE: Wildhorse Well De-commissioning

No it does not – it is addition to that amount.

---

**From:** Gray, Barbara  
**Sent:** October 7, 2013 1:22 PM  
**To:** Forrester, Irena  
**Cc:** Michael, Connie  
**Subject:** RE: Wildhorse Well De-commissioning

Hi Irena,

Does the quote below of \$6757.00 include the \$1079.40 for the site visit from BCEC Drilling that was needed to obtain an accurate quote for the decommissioning work, or is that separate? I'm prepared to cover the cost for the site visit and decommissioning work, but wanted to know the breakdown for my records.

Thank you.  
Barb

---

**From:** Gray, Barbara  
**Sent:** October 7, 2013 2:27 PM  
**To:** Forrester, Irena; Caron, Julie  
**Cc:** Michael, Connie  
**Subject:** RE: Wildhorse Well De-commissioning

Hello Irena,

I approve the cost you quote below will be covered by HQ's Corrective Actions budget to carry out the well decommissioning work and before/after testing of the current well water.

Julie: Please provide Irena and Connie with the coding to JV the costs to HQ.

Thank you.

**Barb Gray**

Senior Environmental Analyst | Analyste principale de l'environnement  
Environmental Operations | Opérations environnementales  
Canada Border Services Agency | Agence des services frontaliers du Canada  
427 Laurier Avenue West, 10th Floor | 427, avenue Laurier Ouest, 10e étage  
Ottawa, ON K1A 0L8

[Barbara.Gray@cbsa-asfc.gc.ca](mailto:Barbara.Gray@cbsa-asfc.gc.ca)

Telephone | Téléphone 613-960-9513

Mobile | Cellulaire 613-866-7144

Facsimile | Télécopieur 613-954-0503

---

**From:** Forrester, Irena  
**Sent:** October 7, 2013 1:57 PM  
**To:** Gray, Barbara  
**Cc:** Michael, Connie  
**Subject:** Wildhorse Well De-commissioning

Good Afternoon Barb,

As of last Friday I only received one quote to decommission the three wells at Wildhorse.

This will include before and after test sampling of the well currently being used as one well to be de commissioned is right beside it and this will ensure the process does not contaminate our well.

The total for all the work 6,757.00 + GST.

If this is acceptable, please approve and provide coding to jv costs to HQ and I will arrange for the work to be done right away.

Should you have any questions, please feel free to contact me.

*Irena Forrester*

A/Environmental Co-Ordinator  
Facilities and Telecommunications Officer  
Canada Border Services Agency  
2588-27 Street NE  
Calgary, AB T1Y 7G1  
(403) 292-6688  
(403) 333-1963 – Cell  
(403) 292-6699 - Fax

## Crupi, Kayla

---

**From:** Gray, Barbara  
**Sent:** September 26, 2013 03:22 PM  
**To:** Forrester, Irena  
**Cc:** Michael, Connie  
**Subject:** RE: Wildhorse Well De-commissioning

Hi Irena,

If no details exist about these wells, i.e. depth and size of casing, then it is reasonable to think that an additional site visit is warranted for the consultant to come up with an accurate quote for the decommissioning work. With no other companies expressing an interest, as you note below, I would approve financially supporting (through HQ's Corrective Actions budget) the site visit by BCEC Drilling, with the quote of \$1079.40 for this work....if Connie is also comfortable in advancing this work.

Regards,  
*Barb Gray*


Senior Environmental Analyst | Analyste principale de l'environnement  
Environmental Operations | Opérations environnementales  
Canada Border Services Agency | Agence des services frontaliers du Canada  
427 Laurier Avenue West, 10th Floor | 427, avenue Laurier Ouest, 10e étage  
Ottawa, ON K1A 0L8

[Barbara.Gray@cbsa-asfc.gc.ca](mailto:Barbara.Gray@cbsa-asfc.gc.ca)  
Telephone | Téléphone 613-960-9513  
Mobile | Cellulaire 613-866-7144  
Facsimile | Télécopieur 613-954-0503

---

**From:** Michael, Connie  
**Sent:** September 26, 2013 1:27 PM  
**To:** Forrester, Irena; Gray, Barbara  
**Subject:** RE: Wildhorse Well De-commissioning

Sorry Irena.

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
Government of Canada | Gouvernement du Canada  
100 - 269 Main Street | 269 rue Main, salle 100  
Winnipeg MB R3C 1B3  
Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-7561  
Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Forrester, Irena  
**Sent:** September 26, 2013 12:23 PM  
**To:** Michael, Connie; Gray, Barbara  
**Subject:** RE: Wildhorse Well De-commissioning

Look way down below.....it's not an attachment....

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**From:** Michael, Connie  
**Sent:** September 26, 2013 11:22 AM

**To:** Forrester, Irena; Gray, Barbara  
**Subject:** RE: Wildhorse Well De-commissioning

I don't see the estimate Irena.

**Connie Michael**, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
Government of Canada | Gouvernement du Canada  
100 - 269 Main Street | 269 rue Main, salle 100  
Winnipeg MB R3C 1B3  
Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-7561  
Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Forrester, Irena  
**Sent:** September 26, 2013 12:21 PM  
**To:** Michael, Connie; Gray, Barbara  
**Subject:** Wildhorse Well De-commissioning

Good Afternoon,

Further to the water issues in Wildhorse, I started the process of getting 3 quotes to decommission the 3 wells that were noted in the site specific report.

Part of my recommendations for providing the quote was to complete a site visit.

On Tuesday one company, BCEC attended site to review so that they could provide a quote by the submission date of October 4, 2013. However they indicated that in order to provide a proper quote, some preliminary work would need to be done.

I have attached the Estimate for this preliminary work for your reference that details what they need to do in advance. (Look down below as they had to send a picture of the document).

At this time no other company has requested a site visit or has provided me with any requests.

Upon reading the document and if you are in agreement please provide the approval for BCEC to do the second invasive site visit.

Thank you!

*Irena Forrester*  
A/Environmental Co-Ordinator  
Facilities and Telecommunications Officer  
Canada Border Services Agency  
2588-27 Street NE  
Calgary, AB T1Y 7G1  
(403) 292-6688  
(403) 333-1963 – Cell

**Crupi, Kayla**

---

**From:** Gray, Barbara  
**Sent:** October 28, 2013 11:47 AM  
**To:** Forrester, Irena  
**Cc:** Michael, Connie  
**Subject:** RE: Wildhorse Well Decommissioning

Thank you Irena for sharing the lab reports. The results are quite comparable from when the samples were taken before vs. after decommissioning of the wells.

Regards,

*Barb Gray*

Senior Environmental Analyst | Analyste principale de l'environnement  
Environmental Operations | Opérations environnementales  
Canada Border Services Agency | Agence des services frontaliers du Canada  
427 Laurier Avenue West, 10th Floor | 427, avenue Laurier Ouest, 10e étage  
Ottawa, ON K1A 0L8

[Barbara.Gray@cbsa-asfc.gc.ca](mailto:Barbara.Gray@cbsa-asfc.gc.ca)

Telephone | Téléphone 613-960-9513  
Mobile | Cellulaire 613-866-7144  
Facsimile | Télécopieur 613-954-0503

---

**From:** Forrester, Irena  
**Sent:** October 28, 2013 10:13 AM  
**To:** Gray, Barbara  
**Cc:** Michael, Connie  
**Subject:** Wildhorse Well Decommissioning

Good Morning Barb,

As part of well decommissioning at Wildhorse I had placed in my SOW the requirement to do water testing on the current working well as one of the wells to be decommissioned was within the 30 m of an active well.

I have attached the emails with the Test results for your reference.

Thank you!

*Irena Forrester*

A/Environmental Co-Ordinator  
Facilities and Telecommunications Officer  
Canada Border Services Agency  
2588-27 Street NE  
Calgary, AB T1Y 7G1  
(403) 292-6688  
(403) 333-1963 – Cell  
(403) 292-6699 - Fax

**Crupi, Kayla**

---

**From:** Gray, Barbara  
**Sent:** November 1, 2013 03:08 PM  
**To:** Forrester, Irena  
**Cc:** Michael, Connie  
**Subject:** RE: Wildhorse Well De-commissioning

Thank you very much Irena.

Barb

---

**From:** Forrester, Irena  
**Sent:** October 31, 2013 10:58 AM  
**To:** Gray, Barbara  
**Cc:** Michael, Connie  
**Subject:** Wildhorse Well De-commissioning

Good morning Barb,

I have received confirmation from the contractor BCEC drilling that the 3 wells at Wildhorse are decommissioned.

Attached for your files are the 3 well decommissioning reports and the pre and post pump tests for the active well.

The final invoice is being sent to Winnipeg for processing and then JV to HQ.

Thank you!

*Irena Forrester*  
A/Environmental Co-Ordinator  
Facilities and Telecommunications Officer  
Canada Border Services Agency  
2588-27 Street NE  
Calgary, AB T1Y 7G1  
(403) 292-6688  
(403) 333-1963 – Cell  
(403) 292-6699 - Fax

## Crupi, Kayla

---

**From:** Michael, Connie  
**Sent:** August 27, 2014 12:51 PM  
**To:** Anderson, Darryl  
**Cc:** Simonson, Lyle  
**Subject:** RE: Wildhorse

Hi Darryl – Lyle will action the items you mentioned below. In regards to the housing in Wildhorse, I raised it again with Brent this morning. I have sent two follow-up emails to HQ to request funding to proceed and approval as well. Nothing yet. Brent is going to call HQ to discuss.

Lyle has made me aware of our “window of opportunity” so he is lobbying on your behalf with me. As soon as I can secure funding, Lyle will action the next steps in proceeding with the work.

Lyle – Can you please send Darryl your class D estimate you sent me.

Thanks,

**Connie Michael**, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
Government of Canada | Gouvernement du Canada  
100 - 269 Main Street | 269 rue Main, salle 100  
Winnipeg MB R3C 1B3  
Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-7561  
Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Anderson, Darryl  
**Sent:** August 27, 2014 9:34 AM  
**To:** Michael, Connie  
**Cc:** Dyck, Ronald; Hewson, Kevin  
**Subject:** Wildhorse

Good Morning Connie,

I just wanted to touch base quick to see where we may be at or finding replacement accommodation for POE Wildhorse for the Winter? Almost end of August and I haven't heard anything recently about the direction we are going to go?

The travel trailers have worked well but we are about a month away from needing something else?

On a side note, I was also wondering if we were going to get the ducts cleaned in the Port inside and out and get that basement in the Port a good cleaning?

Thanks Again...Darryl

Darryl Anderson  
Superintendent Division II  
Del Bonita, Wildhorse, Lethbridge  
Southern Alberta and Southern Saskatchewan District  
Canada Border Services Agency / Government of Canada  
[Darryl.Anderson@cbsa-asfc.gc.ca](mailto:Darryl.Anderson@cbsa-asfc.gc.ca) / Tel: 403-758-3613 / TTY: 866-335-3237



## Crupi, Kayla

---

**From:** Knapp, Tandrae  
**Sent:** August 18, 2015 10:15 AM  
**To:** Michael, Connie  
**Cc:** Simonson, Lyle  
**Subject:** RE: Wildhorse snake fence

approved

Tandrae Knapp,  
Executive Director, Infrastructure/Directrice exécutif, Infrastructure  
Infrastructure and Environmental Operations, Comptrollership Branch/ Infrastructure et opérations environnementales,  
Direction générale du contrôle  
Canada Border Services Agency/Agence des services frontaliers du Canada  
Government of Canada/Gouvernement du Canada  
[tandrae.knapp@cbsa-asfc.gc.ca](mailto:tandrae.knapp@cbsa-asfc.gc.ca) / Tel: 343-291-5825 / TTY: 866-335-3237

---

**From:** Michael, Connie  
**Sent:** August 18, 2015 9:57 AM  
**To:** Knapp, Tandrae  
**Cc:** Simonson, Lyle  
**Subject:** FW: Wildhorse snake fence

Good morning Tandrae – I urgently require \$25K to proceed with a rattlesnake fence around the port of Wildhorse. Please note that if we do not proceed, we will be faced with work stoppage and it has escalated to Health and Safety concerns.

Please provide your approval to proceed prior to winter coming.

Thanks,

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
[Connie.Michael@cbsa-asfc.gc.ca](mailto:Connie.Michael@cbsa-asfc.gc.ca) / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

Gestionnaire de l'infrastructure, Direction générale des opérations  
Agence des services frontaliers du Canada / Gouvernement du Canada  
[Connie.Michael@cbsa-asfc.gc.ca](mailto:Connie.Michael@cbsa-asfc.gc.ca) / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

---

**From:** Simonson, Lyle  
**Sent:** August 18, 2015 8:50 AM  
**To:** Michael, Connie  
**Subject:** Wildhorse snake fence

The superintendent and chief have requested a snake fence be put up at Wildhorse to try deter rattlesnakes from coming under the canopy in the future. The fence at Carievale cost about \$11,000 to set up. Wildhorse will be almost 3 times as long. However the one at Carievale was put up in the winter so they had to heat the ground up first to dig posts and put in the fence so that increased cost significantly. I would guess we are looking at about \$25k for the fence and Brookfield's fees.

Can you see if we can get funding for this project? I guess this could be classed as a major health and safety issue.

Thanks,

Lyle Simonson

Facility Officer / Operations Branch

Canada Border Services Agency

[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations

Agence des services frontaliers du Canada

[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237

**Crupi, Kayla**

**From:** Offerman, Miranda on behalf of PRA-CBSA-Region, Procurement  
**Sent:** August 25, 2015 02:10 PM  
**To:** Michael, Connie  
**Cc:** Simonson, Lyle  
**Subject:** Req. 1000324019 - Dorm Trailer Wildhorse

Hi Connie

I'm going to be creating the PO for the Wildhorse Dorm Trailer but before I do I wanted to confirm whether you'd like to reduce your Requisition 1000324019 to the official contract amount (\$241,046.00); if you leave it as is (\$280k) you'll have a balance left open. If you do please have Lyle update the Req. to \$241,046.00 and let me know once completed.

Thanks,

*Miranda*

Miranda Offerman  
 A/Procurement Officer, Corporate and Program Services Division, Prairie Region  
**Canada Border Services Agency (CBSA) | Government of Canada**  
[Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca](mailto:Procurement.PRA-CBSA-Region@cbsa-asfc.gc.ca) | Tel: (204) 983-4431 | TTY: 866-335-3237

Agent d'approvisionnement intérimaire, Division des services intégrés et des programmes, Région des prairies  
**Agence des services frontaliers du Canada (ASFC) | Gouvernement du Canada**



Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

**SPECIFIC SERVICE AGREEMENT - REAL PROPERTY BRANCH**  
**CONVENTION PARTICULIÈRE DE SERVICES - BIENS IMMOBILIERS**

CUSTOMER - CLIENT		SERVICE PROVIDER - FOURNISSEUR DE SERVICES	
1 Customer (Department, agency - Ministère, organisme) Canada Border Services Agency	Customer no. - N° de client 1085 Customer department no. N° de ministère du client	9 <input checked="" type="checkbox"/> Original Date 2016-05-11 <input type="checkbox"/> Amendment Modification No. N° Date	10 Project no. - N° du projet R.077747.040 054 Level - Niveau 1
Customer contact - Représentant du client Lyle Simonson	Tel. no. - N° de tél. (306) 780-8372 [ ]	Project manager - Gestionnaire de projet Sheldon Jacobs	Tel. no. - N° de tél. (306) 975-6936 [ ]
2 Billing attention - Envoi de facture à l'attention de Gilles Abraham	Tel. no. - N° de tél. (204) 983-4403 [ ]	Senior Project Manager - Gestionnaire principal de projet Christopher Wentzell	Tel. no. - N° de tél. (403) 292-4718 [ ]
Billing address - Adresse de facturation 100 - 269 Main Street Winnipeg, Manitoba R3C 1B3		Address - Adresse Rm 759, 220 - 4th Avenue SE Calgary, AB T2G 4X3	
Billing Email - Courriel de facturation gilles.abraham@cbsa-asfc.gc.ca		Customer service unit - Équipe services clients	
3 Customer reference no. (for invoice) - N° de référence du client (pour la facturation) 507349		Reporting Area - Domaine rapport	Region - Région Western
4 IS / IT ORG / ORG RI / TI 3910	5 IS / IT REF / REF RI / TI 248241	12 Program of Work Programme des travaux <input type="checkbox"/> Yes - Oui <input checked="" type="checkbox"/> No - Non	13 Fee options Options d'honoraires Time based fee plus disb
6 Project title and location - Titre et lieu du projet Asbestos Removal Wild Horse, AB		14 Start date - Date de début 2016-05-11 Completion date - Parachèvement 2017-03-31	

15 Services required - Services requis Wild Horse, AB Remove existing asbestos duct tape and 7 runs of ducting. Replace 7 runs with new ducting material and tape pipe joints to eliminate air leakage.	<input type="checkbox"/> See attached page - Voir page ci-jointe Comments - Observations The SSA agreement is based on the Terms and Conditions identified in the National Service Level Agreements between CBSA and PWGSC. 2016-2017 CBSA Repair Project Work to be provided by BGIS. PWGSC Labour marked up 1.8 times AS 03 - 4 hrs = \$381.53 Disbursements: Contractor - 10,477.38; BGIS - \$2735.97 (BGIS labour, DLO, Project delivery service)
---	---

7 AGREED FUNDING - FINANCEMENT CONVENU				
Year Année	PWGSC Labour PRP 420 PRP 420 Main d'oeuvre TPSGC	PWGSC Disbursements PRP 400 PRP 400 Dépens TPSGC	PWGSC Fees PRP 410 PRP 410 Honoraires TPSGC	TOTAL
Previous years Années précédentes	/			
Current year Année courante	2016 / 2017	381.53	13,213.35	13,594.88
Current year + 1 Année courante + 1	/			
Current year + 2 Année courante + 2	/			
Future years Années futures	/			
TOTAL	381.53	13,213.35		13,594.88

ACCEPTANCE BY CUSTOMER - ACCEPTATION PAR LE CLIENT		SERVICE PROVIDER APPROVAL - APPROBATION DU FOURNISSEUR DE SERVICES	
8 Name - Nom Gilles Abraham	Tel. no. - N° de tél. (204) 983-4403 [ ]	16 Name - Nom Maria Dumitrescu	Tel. no. - N° de tél. (780) 497-3876 [ ]
Title - Titre A/Manager Infrastructure	Fax. no. - N° de télécopieur ( ) -	Title - Titre Technical Authority, RP1	Fax. no. - N° de télécopieur (780) 497-3562
Signature 	Date 2016-05-13	Signature	Date

PWGSC INTERNAL USE ONLY - USAGE INTERNE DE TPSGC SEULEMENT					
17 Project qualifier Qualificateur du projet	18 Parent project no. N° de projet parent R.077747	19 Cost centre Centre de coûts 960430	20 Billing method Méthode de facturation B13	21 Mark-up on Hourly Billable Rates Taux de majoration des Taux horaires 1.8	22 Value Contract No. N° de contrat-valeur
23 Customer no. N° de client 1085	24 Program of Work - see SAP Programme des travaux - voir SAP	25 GST ind. Ind. de TPS	26 File no. N° du dossier		

**Crupi, Kayla**

**From:** NSCC <nsc-ccnas@pwgsc-tpsgc.gc.ca>  
**Sent:** November 13, 2013 06:03 PM  
**To:** Forrester, Irena  
**Subject:** Urgent / 2C - HVAC / 3908559

Public Works And  
 Government Services  
 Canada

Travaux publics et  
 Services  
 gouvernementaux  
 Canada

RPMS - SGBI

## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3908559</b>		<b>Priority:</b> Urgent	
<b>Requester:</b> Ryan Meyer		Tel: <b>(403) 868-2222</b> Ext. English Email:	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
Building:	Port of Wildhorse() Wildhorse AB		
Address (English)	RR#1 Via Manyberries		
Floor:	M	Area:	FRONT ENTRANCE
		Other:	2 STORY HOUSE/MAIN PORT
Problem:	Client reports a smell of sewage coming from the vent. Please attend ASAP. Thanks.		
Class:	2C - HVAC	Service Description:	Ventilation System/Air Vent
Client:	Canada Border Services Agency		
<b>Service Request Events</b>			
Current Status:	Dispatched	Estimated Time of Completion:	
<b>Status Log</b>			
<b>Modified Date</b>	<b>New Status</b>		
13 Nov 2013 06:00:17 PM	Dispatched		
13 Nov 2013 05:59:45 PM	Pending		
<b>Contact Attempts</b>			
<b>Contact Date</b>	<b>Service Provider</b>	<b>Action</b>	<b>Contact Method</b>
13 Nov 2013 06:00:17 PM	Charlie Vegter (SP)	Dispatch	Phone

All Dates/Times are Eastern Standard.

Created 13 Nov 2013 11:02:50 PM GMT

Report ID:25004

Service Request Dispatch Format Version 3.5.0 - 1 Jan 2004. The controlled copy of this document is maintained electronically. All Paper copies are uncontrolled.

1-800-463-1850

Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: <http://nsc-cc-clients.pwgsc.gc.ca>  
 Canada

Notification ID: 4771

## Crupi, Kayla

**From:** NSCC <nsc-ccnas@pwgsc-tpsgc.gc.ca>  
**Sent:** May 24, 2013 03:49 PM  
**To:** Forrester, Irena  
**Subject:** Urgent / 2D - Electrical / 3792789

Public Works And  
 Government Services  
 Canada

Travaux publics et  
 Services  
 gouvernementaux  
 Canada

RPMS - SGBI

## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3792789</b>		<b>Priority:</b> Urgent	
<b>Requester:</b> Jaimie Kambeltz		Tel: <b>(403) 868-2222</b> Ext. English Email:	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
Building:	Port of Wildhorse() Wildhorse AB		
Address (English)	RR#1 Via Manyberries		
Floor:	M	Area:	BESIDE STAND ALONE COMPU
		Other:	MAIN PORT
Problem:	AREA: STAND ALONE COMPUTER  Please restore the power in this area. Thanks.		
Class:	2D - Electrical	Service Description:	Power Outage
Client:	Canada Border Services Agency		
<b>Service Request Events</b>			
Current Status:	Dispatched	Estimated Time of Completion:	
<b>Status Log</b>			
<b>Modified Date</b>	<b>New Status</b>		
24 May 2013 03:49:24 PM	Dispatched		
24 May 2013 03:48:57 PM	Pending		
<b>Contact Attempts</b>			
<b>Contact Date</b>	<b>Service Provider</b>	<b>Action</b>	<b>Contact Method</b>
24 May 2013 03:49:24 PM	Charlie Vegter (SP)	Dispatch	Phone

All Dates/Times are Eastern Standard.

Created 24 May 2013 07:49:28 PM GMT

Report ID:25004

Service Request Dispatch Format Version 3.5.0 - 1 Jan 2004. The controlled copy of this document is maintained electronically. All Paper copies are uncontrolled.

1-800-463-1850

Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: <http://nsc-cc-clients.pwgsc.gc.ca>

Canada

Notification ID: 4771



**Crupi, Kayla**

**From:** NSCC <nsc-ccnas@pwgsc-tpsgc.gc.ca>  
**Sent:** April 26, 2016 05:45 PM  
**To:** PRA-CBSA-Region, Infrastructure  
**Subject:** Urgent / 2E - Architectural/Structural / 4515805 AB Wildhorse

Public Works And  
Government Services  
Canada

Travaux publics et Services  
gouvernementaux Canada

RPMS - SGBI

## National Service Call Centre / Centre national d'appels de service

**Service Request: 4515805**

**Priority:** Urgent

**Requester:** Darryl Anderson

**Tel:** (403) 758-3613 Ext. English  
**Email:** Darryl.Anderson@cbsa-asfc.gc.ca

**Service Provider:** RP1 - BGIS

**Fax:** N/A

### Service Requested

**Building:** Port of Wild Horse() Wildhorse AB

**Address (English):** Hw 41 south

**Floor:** B **Area:** **Other:** MAIN PORT

**Problem:** Client reports that some duct work was repaired and asbestos tape is torn. Please call the client to know if it's safe to work. Please attend. Thanks.

**Class:** 2E - Architectural/Structural **Service Description:** Miscellaneous

**Client:** Canada Border Services Agency

### Service Request Events

**Current Status:** Dispatched **Estimated Time of Completion:**

### Status Log

Modified Date	New Status
26 Apr 2016 05:44:25 PM	Dispatched
26 Apr 2016 05:44:22 PM	Pending

### Contact Attempts

Contact Date	Service Provider	Action	Contact Method	Label
26 Apr 2016 05:44:25 PM	RP1 - BGIS	Dispatch	XML/FTP	

All Dates/Times are Eastern Standard.

Created 26 Apr 2016 09:45:16 PM GMT

Report ID:25004

Service Request Dispatch Format Version 3.5.0 - 1 Jan 2004. The controlled copy of this document is maintained electronically. All Paper copies are uncontrolled.

1-800-463-1850

Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: <http://nsc-ccclients.pwgsc.gc.ca>  
Canada

Notification ID: 8803

**Crupi, Kayla**

**From:** NSCC <nsc-ccnas@pwgsc-tpsgc.gc.ca>  
**Sent:** December 28, 2012 03:12 PM  
**To:** Forrester, Irena  
**Subject:** Urgent / 2F - Plumbing / 3686528

Public Works And  
Government Services  
Canada

Travaux publics et  
Services  
gouvernementaux  
Canada

RPMS - SGBI

## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3686528</b>		<b>Priority:</b> Urgent		
<b>Requester:</b> Ron Hval		Tel: <b>(403) 868-2222</b> Ext. English Email: <b>ron.hval@cbsa-asfc.gc.ca</b>		
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>		
<b>Service Requested</b>				
Building:	Port of Wildhorse() Wildhorse AB			
Address (English)	RR#1 Via Manyberries			
Floor:	Area:	Other:	MAIN PORT	
Problem:	The alarm of water purification system is going off. Please attend. Thanks.			
Class:	2F - Plumbing	Service Description:	Miscellaneous	
Client:	Canada Border Services Agency			
<b>Service Request Events</b>				
Current Status:	Dispatched	Estimated Time of Completion:		
<b>Status Log</b>				
<b>Modified Date</b>	<b>New Status</b>			
28 Dec 2012 03:11:42 PM	Dispatched			
28 Dec 2012 03:11:40 PM	Pending			
<b>Contact Attempts</b>				
<b>Contact Date</b>	<b>Service Provider</b>	<b>Action</b>	<b>Contact Method</b>	<b>Label</b>
28 Dec 2012 03:11:42 PM	Charlie Vegter (SP)	Dispatch	Phone	

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Created 28 Dec 2012 08:11:45 PM GMT

Report ID:25004

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1-800-463-1850

Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: <http://nsc-ccclients.pwgsc.gc.ca>

Canada

Notification ID: 4771



**Crupi, Kayla**

**From:** NSCC <nsc-ccnas@pwgsc-tpsgc.gc.ca>  
**Sent:** January 3, 2013 04:58 PM  
**To:** Forrester, Irena  
**Subject:** Urgent / 2F - Plumbing / 3689625

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RPMS - SGBI

## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3689625</b>		<b>Priority:</b> Urgent		
<b>Requester:</b> Stewart Kambeitz		Tel: <b>(403) 868-2222</b> Ext. English Email:		
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>		
<b>Service Requested</b>				
Building:	Port of Wildhorse() Wildhorse AB			
Address (English)	RR#1 Via Manyberries			
Floor:	MAIN	Area:	Other: SEPTIC TANK	
Problem:	The pump on the septic tank is broken. Please call before showing up 403-868-2222. Please attend ASAP. Thanks.			
Class:	2F - Plumbing	Service Description:	Miscellaneous	
Client:	Canada Border Services Agency			
<b>Service Request Events</b>				
Current Status:	Dispatched	Estimated Time of Completion:		
<b>Status Log</b>				
<b>Modified Date</b>	<b>New Status</b>			
3 Jan 2013 04:57:48 PM	Dispatched			
3 Jan 2013 04:57:41 PM	Pending			
<b>Contact Attempts</b>				
<b>Contact Date</b>	<b>Service Provider</b>	<b>Action</b>	<b>Contact Method</b>	<b>Label</b>
3 Jan 2013 04:57:47 PM	Charlie Vegter (SP)	Dispatch	Phone	

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Created 3 Jan 2013 09:57:52 PM GMT

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 Canada

Notification ID: 4771

## Crupi, Kayla

**From:** NSCC <nsc-ccnas@pwgsc-tpsgc.gc.ca>  
**Sent:** March 3, 2013 10:22 AM  
**To:** Forrester, Irena  
**Subject:** Urgent / 2F - Plumbing / 3734677

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## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3734677</b>		<b>Priority:</b> Urgent		
<b>Requester:</b> Ron Hval		Tel: (403) 868-2222 Ext. English Email: ron.hval@cbsa-asfc.gc.ca		
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: N/A		
<b>Service Requested</b>				
Building:	Port of Wildhorse() Wildhorse AB			
Address (English)	RR#1 Via Manyberries			
Floor:	Area:	Other:	MAIN PORT	
Problem:	Client reports that there is no water. Please attend ASAP. Thanks			
Class:	2F - Plumbing	Service Description:	Water Pressure	
Client:	Canada Border Services Agency			
<b>Service Request Events</b>				
Current Status:	Dispatched	Estimated Time of Completion:		
<b>Status Log</b>				
<b>Modified Date</b>	<b>New Status</b>			
3 Mar 2013 10:22:17 AM	Dispatched			
3 Mar 2013 10:22:13 AM	Pending			
<b>Contact Attempts</b>				
<b>Contact Date</b>	<b>Service Provider</b>	<b>Action</b>	<b>Contact Method</b>	<b>Label</b>
3 Mar 2013 10:22:17 AM	Charlie Vegter (SP)	Dispatch	Phone	

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Created 3 Mar 2013 03:22:17 PM GMT

Report ID:25004

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Email: NSCC-CNAS@pwgsc.gc.ca

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Notification ID: 4771

**Crupi, Kayla**

**From:** NSCC <nsc-ccnas@pwgsc-tpsgc.gc.ca>  
**Sent:** August 31, 2013 10:14 AM  
**To:** Forrester, Irena  
**Subject:** Urgent / 2F - Plumbing / 3856727

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## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3856727</b>		<b>Priority:</b> Urgent	
<b>Requester:</b> Ryan Meyer		Tel: <b>(403) 868-2222</b> Ext. English Email:	
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>	
<b>Service Requested</b>			
Building:	Port of Wildhorse() Wildhorse AB		
Address (English)	RR#1 Via Manyberries		
Floor:	M	Area:	UNISEX
		Other:	MAIN PORT
Problem:	One toilet is leaking and the water is going through the basement. Please repair it ASAP. Thanks.		
Class:	2F - Plumbing	Service Description:	Toilet/Urinal
Client:	Canada Border Services Agency		
<b>Service Request Events</b>			
Current Status:	Dispatched	Estimated Time of Completion:	
<b>Status Log</b>			
<b>Modified Date</b>	<b>New Status</b>		
31 Aug 2013 10:12:02 AM	Dispatched		
31 Aug 2013 10:11:43 AM	Pending		
<b>Contact Attempts</b>			
<b>Contact Date</b>	<b>Service Provider</b>	<b>Action</b>	<b>Contact Method</b>
31 Aug 2013 10:12:02 AM	Charlie Vegter (SP)	Dispatch	Phone

All Dates/Times are Eastern Standard.

Created 31 Aug 2013 02:13:37 PM GMT

Report ID:25004

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Email: NSCC-CNAS@pwgsc.gc.ca

Website: http://nsc-  
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 Canada

Notification ID: 4771



**Crupi, Kayla**

**From:** NSCC <nsc-ccnas@pwgsc-tpsgc.gc.ca>  
**Sent:** September 16, 2013 10:52 AM  
**To:** Forrester, Irena  
**Subject:** Urgent / 2F - Plumbing / 3866261

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## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3866261</b>		<b>Priority:</b> Urgent		
<b>Requester:</b> Ryan Meyer		Tel: <b>(403) 868-2222</b> Ext. English Email:		
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>		
<b>Service Requested</b>				
Building:	Port of Wildhorse() Wildhorse AB			
Address (English)	RR#1 Via Manyberries			
Floor:	B	Area:	Other: MAIN PORT	
Problem:	Client advised that they need a sewage cleanup, there is a small leak coming from a pipe and there is a sewage spot on the ground, there is also a bad smell in the office as well. Please attend. Thanks			
Class:	2F - Plumbing	Service Description:	Drain/Pipe	
Client:	Canada Border Services Agency			
<b>Service Request Events</b>				
Current Status:	Dispatched	Estimated Time of Completion:		
<b>Status Log</b>				
<b>Modified Date</b>	<b>New Status</b>			
16 Sep 2013 10:49:44 AM	Dispatched			
16 Sep 2013 10:49:42 AM	Pending			
<b>Contact Attempts</b>				
<b>Contact Date</b>	<b>Service Provider</b>	<b>Action</b>	<b>Contact Method</b>	<b>Label</b>
16 Sep 2013 10:49:44 AM	Charlie Vegter (SP)	Dispatch	Phone	

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Created 16 Sep 2013 02:52:07 PM GMT

Report ID:25004

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Email: NSCC-CNAS@pwgsc.gc.ca

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Notification ID: 4771

**Crupi, Kayla**

**From:** NSCC <nsc-ccnas@pwgsc-tpsgc.gc.ca>  
**Sent:** September 28, 2013 11:08 AM  
**To:** Forrester, Irena  
**Subject:** Urgent / 2F - Plumbing / 3875135

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## National Service Call Centre / Centre national d'appels de service

<b>Service Request: 3875135</b>		<b>Priority:</b> Urgent		
<b>Requester:</b> Ron Hval		Tel: <b>(403) 868-2222</b> Ext. English Email: <b>ron.hval@cbsa-asfc.gc.ca</b>		
<b>Service Provider:</b> Charlie Vegter (SP)		Fax Sent: <b>N/A</b>		
<b>Service Requested</b>				
Building:	Port of Wildhorse() Wildhorse AB			
Address (English)	RR#1 Via Manyberries			
Floor:	Area:	MAIN PORT &	Other: 1STORY, 2 STORY	
Problem:	Client reports that the water smells like sewage and sulfur. Please attend ASAP. Thanks.			
Class:	2F - Plumbing	Service Description:	Sewage Smell	
Client:	Canada Border Services Agency			
<b>Service Request Events</b>				
Current Status:	Dispatched	Estimated Time of Completion:		
<b>Status Log</b>				
<b>Modified Date</b>	<b>New Status</b>			
28 Sep 2013 11:05:43 AM	Dispatched			
28 Sep 2013 11:05:37 AM	Pending			
<b>Contact Attempts</b>				
<b>Contact Date</b>	<b>Service Provider</b>	<b>Action</b>	<b>Contact Method</b>	<b>Label</b>
28 Sep 2013 11:05:43 AM	Charlie Vegter (SP)	Dispatch	Phone	

All Dates/Times are Eastern Standard.

Created 28 Sep 2013 03:07:40 PM GMT

Report ID:25004

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Canada

Notification ID: 4771

**Crupi, Kayla**

**From:** NSCC <nsc-ccnas@pwgsc-tpsgc.gc.ca>  
**Sent:** October 11, 2016 10:14 AM  
**To:** Simonson, Lyle  
**Subject:** Urgent / 2F - Plumbing / 4619083

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## National Service Call Centre / Centre national d'appels de service

**Service Request: 4619083**

**Priority:** Urgent

**Requester:** Christie Slattery

**Tel:** (403) 868-2222 Ext. English  
**Email:**

**Service Provider:** RP1 - BGIS

**Fax:** N/A

### Service Requested

**Building:** Port of Wild Horse() Wildhorse AB

**Address (English)** Hw 41 south

**Floor:** BASEMENT

**Area:**

**Other:**

MAIN  
PORT

**Problem:** Client requests chlorine for the water supply. Thanks.

**Class:** 2F - Plumbing

**Service Description:**

Miscellaneous

**Client:** Canada Border Services Agency

### Service Request Events

**Current Status:** Dispatched

**Estimated Time of  
Completion:**

### Status Log

#### Modified Date

11 Oct 2016 10:13:21 AM

11 Oct 2016 10:13:18 AM

#### New Status

Dispatched

Pending

### Contact Attempts

Contact Date	Service Provider	Action	Contact Method	Label
11 Oct 2016 10:13:21 AM	RP1 - BGIS	Dispatch	XML/FTP	

All Dates/Times are Eastern Standard.

Created 11 Oct 2016 02:13:57 PM GMT

Report ID:25004

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Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: <http://nsc-ccclients.pwgsc.gc.ca>  
 Canada

Notification ID: 4771



**Crupi, Kayla**

**From:** NSCC <nsc-ccnas@pwgsc-tpsgc.gc.ca>  
**Sent:** October 16, 2016 01:24 PM  
**To:** Simonson, Lyle  
**Subject:** Urgent / 4E - Security / 4622601

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RPMS - SGBI

## National Service Call Centre / Centre national d'appels de service

**Service Request: 4622601**

**Priority:** Urgent

**Requester:** Janelle Hullah

**Tel:** (403) 868-2222 Ext. English  
**Email:**

**Service Provider:** RP1 - BGIS

**Fax:** N/A

### Service Requested

**Building:** Port of Wild Horse() Wildhorse AB

**Address (English):** Hw 41 south

<b>Floor:</b>	<b>Area:</b>	<b>Other:</b>	<b>MAIN PORT</b>
---------------	--------------	---------------	------------------

**Problem:** Janelle reports all alarms going off and all lights are flickering.Thanks.

**Class:** 4E - Security **Service Description:** Alarm: Security

**Client:** Canada Border Services Agency

### Service Request Events

<b>Current Status:</b> Dispatched	<b>Estimated Time of Completion:</b>
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### Status Log

Modified Date	New Status
16 Oct 2016 01:23:21 PM	Dispatched
16 Oct 2016 01:23:19 PM	Pending

### Contact Attempts

Contact Date	Service Provider	Action	Contact Method	Label
16 Oct 2016 01:23:21 PM	RP1 - BGIS	Dispatch	XML/FTP	

All Dates/Times are Eastern Standard.

Created 16 Oct 2016 05:23:39 PM GMT

Report ID:25004

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Fax: (877) 329-6722

Email: NSCC-CNAS@pwgsc.gc.ca

Website: <http://nsc-ccclients.pwgsc.gc.ca>  
 Canada

Notification ID: 4771

## Crupi, Kayla

---

**From:** Gray, Barbara  
**Sent:** February 11, 2014 12:13 PM  
**To:** Forrester, Irena  
**Cc:** Michael, Connie  
**Subject:** RE: Elevated levels of various aesthetic/operational parameters in water - Aden and Wild Horse

Hi Irena,

I will see what our consultants opinion is and get back to you.

Stay tuned.  
Barb

---

**From:** Forrester, Irena  
**Sent:** February 11, 2014 11:58 AM  
**To:** Michael, Connie; Gray, Barbara  
**Subject:** RE: Elevated levels of various aesthetic/operational parameters in water - Aden and Wild Horse

Morning Barb,

Can we consider the water as potable?

Thank you!

---

**From:** Michael, Connie  
**Sent:** February 11, 2014 9:30 AM  
**To:** Gray, Barbara  
**Cc:** Forrester, Irena  
**Subject:** RE: Elevated levels of various aesthetic/operational parameters in water - Aden and Wild Horse

Thank you Barb

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
Government of Canada | Gouvernement du Canada  
100 - 269 Main Street | 269 rue Main, salle 100  
Winnipeg MB R3C 1B3  
Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-7561  
Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Gray, Barbara  
**Sent:** February 11, 2014 9:33 AM  
**To:** Michael, Connie  
**Cc:** Forrester, Irena  
**Subject:** Elevated levels of various aesthetic/operational parameters in water - Aden and Wild Horse  
**Importance:** High

Good morning Connie,



Good news is that all bacteriological results for Aden and Wild Horse came back showing compliance with the Guidelines for Canadian Drinking Water Quality.

Below is a summary of non-compliance reported in the recent round of water quality testing at Aden and Wild Horse. This issues identified are more of aesthetic and operational in nature, rather than health-based concerns. More detailed information regarding these parameters and how they can be managed is located in the technical documents associated with Health Canada's Guidelines for Canadian Drinking Water Quality at [http://www.hc-sc.gc.ca/ewh-semt/pubs/water-eau/index-eng.php#tech\\_doc](http://www.hc-sc.gc.ca/ewh-semt/pubs/water-eau/index-eng.php#tech_doc).

Certainly if more clarification is required at this time, please don't hesitate to contact me.

Kind regards,

**Barb Gray**

Senior Environmental Analyst | Analyste principale de l'environnement  
Environmental Operations | Opérations environnementales  
Canada Border Services Agency | Agence des services frontaliers du Canada  
427 Laurier Avenue West, 10th Floor | 427, avenue Laurier Ouest, 10e étage  
Ottawa, ON K1A 0L8

[Barbara.Gray@cbsa-asfc.gc.ca](mailto:Barbara.Gray@cbsa-asfc.gc.ca)

Telephone | Téléphone 613-960-9513

Mobile | Cellulaire 613-866-7144

Facsimile | Télécopieur 613-954-0503

**Site Name: Aden**

**Date of Exceedance Report:** February 11, 2014

**Exceedances:** Total Dissolved Solids, Dissolved Sodium, Total Sodium, Dissolved Manganese, Total Manganese, Iron, and Turbidity, as outlined in the below table:

Site	Sample Date	Sample Name	Sample Location	Parameter	GCDWQ L
Aden	1-Feb-14	ADEN-OFF-KTC	Office Kitchen Sink	Total Dissolved Solids	
Aden	1-Feb-14	ADEN-OFF-POE	Office Point of Entry	Total Dissolved Solids	
Aden	1-Feb-14	ADEN-OFF-KTC	Office Kitchen Sink	Dissolved Sodium	
Aden	1-Feb-14	ADEN-OFF-KTC	Office Kitchen Sink	Total Sodium	
Aden	1-Feb-14	ADEN-OFF-POE	Office Point of Entry	Dissolved Sodium	
Aden	1-Feb-14	ADEN-OFF-POE	Office Point of Entry	Total Sodium	
Aden	1-Feb-14	ADEN-OFF-POE	Office Point of Entry	Dissolved Manganese	
Aden	1-Feb-14	ADEN-OFF-POE	Office Point of Entry	Total Manganese	
Aden	1-Feb-14	ADEN-OFF-POE	Office Point of Entry	Iron	
Aden	1-Feb-14	ADEN-OFF-POE	Office Point of Entry	Turbidity	

**General Recommendation for these exceedances:**

- Should treatment for these aesthetic/operational parameters be desired, the causes for investigation or remedial actions pertinent to total dissolved solids, iron, manganese or sodium can be performed, as per Section 4A of the PWGSC Drinking Water Sampling Procedures Manual, 2004 or reviewing the associated Health Canada technical documents at [http://www.hc-sc.gc.ca/ewh-semt/pubs/water-eau/index-eng.php#tech\\_doc](http://www.hc-sc.gc.ca/ewh-semt/pubs/water-eau/index-eng.php#tech_doc). It is recommended that sodium be included in routine monitoring programs, and that signage be posted to inform those who may be on low-sodium (or sodium reduced/restricted) diets.

**Historical Review:** The following historic exceedances were reported:

- Sodium and Turbidity exceedances were reported during the November 2013, September 2013, July 2013, September 2011 and 2010 events; and
- Iron, Manganese and Total Dissolved Solids exceedances were reported during the November 2013, September 2013, July 2013, 2010 rounds.

With these previous exceedances in mind, it would appear as if the current exceeding parameters are an ongoing issue at the Aden facility.

**Site Name: Wild Horse**

Date of Exceedance Report: February 11, 2013

Exceedances: Total Dissolved Solids, Dissolved Sulphate, Dissolved Sodium, Total Sodium, Iron, Dissolved Chloride, pH, and Turbidity, as outlined in the below table:

Site	Sample Date	Sample Name	Sample Location	Parameter	GCDWQ Limit
Wild Horse	31-Jan-14	WILD HORSE-OFF-KTC	Office Kitchen Sink	Total Dissolved Solids	500
Wild Horse	31-Jan-14	WILD HORSE-OFF-POE	Office Point of Entry	Total Dissolved Solids	500
Wild Horse	31-Jan-14	WILD HORSE-RES-E-KTC	Residence Kitchen Sink	Total Dissolved Solids	500
Wild Horse	31-Jan-14	WILD HORSE-RES-W-KTC	Residence Kitchen Sink	Total Dissolved Solids	500
Wild Horse	31-Jan-14	WILD HORSE-OFF-POE	Office Point of Entry	Dissolved Sulphate	500
Wild Horse	31-Jan-14	WILD HORSE-OFF-KTC	Office Kitchen Sink	Dissolved Sulphate	500
Wild Horse	31-Jan-14	WILD HORSE-RES-E-KTC	Residence Kitchen Sink	Dissolved Sulphate	500
Wild Horse	31-Jan-14	WILD HORSE-OFF-KTC	Office Kitchen Sink	Dissolved Sodium	200
Wild Horse	31-Jan-14	WILD HORSE-OFF-POE	Office Point of Entry	Dissolved Sodium	200
Wild Horse	31-Jan-14	WILD HORSE-RES-E-KTC	Residence Kitchen Sink	Dissolved Sodium	200
Wild Horse	31-Jan-14	WILD HORSE-RES-W-KTC	Residence Kitchen Sink	Dissolved Sodium	200
Wild Horse	31-Jan-14	WILD HORSE-OFF-KTC	Office Kitchen Sink	Total Sodium	200
Wild Horse	31-Jan-14	WILD HORSE-OFF-POE	Office Point of Entry	Total Sodium	200
Wild Horse	31-Jan-14	WILD HORSE-RES-E-KTC	Residence Kitchen Sink	Total Sodium	200
Wild Horse	31-Jan-14	WILD HORSE-RES-W-KTC	Residence Kitchen Sink	Total Sodium	200
Wild Horse	31-Jan-14	WILD HORSE-OFF-POE	Office Point of Entry	Iron	0.3
Wild Horse	31-Jan-14	WILD HORSE-RES-E-KTC	Residence Kitchen Sink	Dissolved Chloride	250
Wild Horse	31-Jan-14	WILD HORSE-RES-W-KTC	Residence Kitchen Sink	Dissolved Chloride	250
Wild Horse	31-Jan-14	WILD HORSE-RES-E-KTC	Residence Kitchen Sink	pH	6.5-8.5
Wild Horse	31-Jan-14	WILD HORSE-OFF-KTC	Office Kitchen Sink	pH	6.5-8.5
Wild Horse	31-Jan-14	WILD HORSE-OFF-POE	Office Point of Entry	Turbidity	5.0

General Recommendation for these exceedances:

- Should treatment be desired of many of these aesthetic/operational parameters, the causes for investigation or remedial actions pertinent to sulphate, chloride, total dissolved solids, iron or sodium can be performed, as per Section 4A of the PWGSC Drinking Water Sampling Procedures Manual, 2004 or reviewing the associated Health Canada technical documents at [http://www.hc-sc.gc.ca/ewh-semt/pubs/water-eau/index-eng.php#tech\\_doc](http://www.hc-sc.gc.ca/ewh-semt/pubs/water-eau/index-eng.php#tech_doc). It is recommended that sodium be included in routine monitoring programs, and that signage be posted to inform those who may be on low-sodium (or sodium reduced/restricted) diets. Because of the possibility of adverse physiological effects of sulphate at higher concentrations, it is also recommended that options be reviewed to consider a means to reduce concentrations to below 500 mg/L.

Historical Review: The following historic exceedances were reported:

- Exceedances for Total Dissolved Solids, Dissolved Sulphate, Dissolved & Total Sodium and Dissolved & Total Iron were reported for the November 2013, September 2013 and July 2013 events;
- Exceedances for Sodium were reported during the November 2013, August 2012, September 2011 and 2010 events;
- Exceedances for Iron were reported during the November 2013 and September 2011 events;
- Exceedances for pH were reported during the September 2013 and July 2013 events; and
- Exceedances for Total Dissolved Solids and Sulphate were reported during the November 2013 and 2010 events.

With these previous exceedances in mind, it would appear as if the current exceeding parameter is an ongoing issue at the Wild Horse facility.

## Crupi, Kayla

---

**From:** Morris, Martine  
**Sent:** February 20, 2014 10:07 AM  
**To:** Michael, Connie  
**Cc:** Forrester, Irena; Gray, Barbara  
**Subject:** CBSA Potable Water Sampling, Exceedences for Monchy, Aden and WildHorse

Good morning~

Please find below the summary and recommendations of non-conformance reported in the water for Monchy, Aden and WildHorse. I am unsure if Barb has already sent you the recommendations for Aden and WildHorse, therefore, I am sending them in case you haven't.

If you have any questions, please let me know.

Please confirm receipt of this email.

Thank you.

*Martine Morris*

Environmental Operations | Opérations environnementales  
Canada Border Services Agency | Agence des services frontaliers du Canada  
427 Laurier Avenue West, 10th Floor | 427, avenue Laurier Ouest, 10e étage  
Ottawa, ON K1A 0L8

Telephone | Téléphone 613-954-3790  
Facsimile | Télécopieur 613-954-0503

Site Name: Monchy

Date of Exceedance Report: February 19, 2014

Exceedances: **Total Coliform (E.Coli Absent)**, as outlined in the below table:

Site	Sample Date	Sample Name	Water Trax ID	Sample Location	Parameter	GCDWQ Limit	Re
Monchy	29-Jan-14	MONCHY-OFF-KTC	2D3DD	Office Kitchen Sink	Total Coliform	0	
Monchy	29-Jan-14	MONCHY-OFF-POE	2D3DC	Office Point of Entry	Total Coliform	0	>
Monchy	29-Jan-14	MONCHY-OFF-WAS-PUB	2D3DE	Office Public Washroom	Total Coliform	0	
Monchy	29-Jan-14	MONCHY-RES-KTC	2D3E0	Residence Kitchen Sink	Total Coliform	0	

General Recommendation for these exceedances:

- As total coliforms and/or E. Coli concentrations exceeded the applicable GCDWQ limit, a sanitary survey of the system should be conducted. If this survey yields no deficiencies, the water well and plumbing system should be shock chlorinated, flushed, and confirmatory microbiological testing should be carried out. A boil water advisory should be considered in the interim (in consultation with responsible authority), with signage posted. If not practical to boil water, then an alternate source of potable water must be available for staff. Untreated water at the building should not be used as a potable source until the Total Coliforms issue is resolved, and additional testing has indicated that these contaminant concentrations are below applicable acceptable GCDWQ MACs.

Historical Review: The following historic exceedances were reported:

- Total Coliform and/or E. Coli exceedances were reported for November 2013, September 2013, July 2013, January 2013, August 2012, January 2012, November 2011, September 2011, July 2011 and 2010 events.

With these previous exceedances in mind, it would appear as if the current Total Coliform exceedances are an ongoing issue at the Monchy facility.

Site Name: Aden

Date of Exceedance Report: February 11, 2014

Exceedances: Turbidity as outlined in the below table:

Site	Sample Date	Sample Name	Water Trax ID	Sample Location	Parameter	GCDWQ Limit	Re
Aden	1-Feb-14	ADEN-OFF-POE	2D3A5	Office Point of Entry	Turbidity	5.0	

General Recommendation for these exceedances:

- When turbidity levels are above 5 NTU, the taste of the water can be impaired. It is recommended that the distribution system be thoroughly flushed and consideration be made to review options for reducing turbidity levels (e.g. filtration treatment).

Historical Review: The following historic exceedances were reported:

- Turbidity exceedances were reported during the November 2013, September 2013, July 2013, September 2011 and 2010 events

With these previous exceedances in mind, it would appear as if the current exceeding parameters are an ongoing issue at the Aden facility.

Site Name: Wild Horse

Date of Exceedance Report: February 11, 2013

Exceedances: Total Dissolved Solids, Dissolved Sulphate, Dissolved Sodium, Total Sodium, Iron, Dissolved Chloride, pH, and Turbidity, as outlined in the below table:

Site	Sample Date	Sample Name	Water Trax ID	Sample Location	Parameter	GCDWQ Limit	Re
Wild Horse	31-Jan-14	WILD HORSE-OFF-POE	2D413	Office Point of Entry	Turbidity	5.0	

General Recommendation for these exceedances:

- When turbidity levels are above 5 NTU, the taste of the water can be impaired. It is recommended that the distribution system be thoroughly flushed and consideration be made to review options for reducing turbidity levels (e.g. filtration treatment).

## Crupi, Kayla

---

**From:** Michael, Connie  
**Sent:** October 10, 2012 04:22 PM  
**To:** Gray, Barbara  
**Cc:** Coates, Bob; PWGSC / TPSGC; Forrester, Irena  
**Subject:** Water Study for Aden and Wildhorse


**Importance:** High

Hi Barb –

As per our discussion today, I have advised Bob of the tentative schedule for the consultants to visit the ports of Aden and Wildhorse. Bob will try to ensure that Charlie is available on-site while the consultants are there gathering their information. Irena will notify the ports and staff of this schedule so that they are aware of this required site visit. Irena will also inform the staff that this visit is not for the concern of the operations but a gathering of information to improve the water quality issues at these ports. I am confident that Charlie will act as the “buffer” between the staff and consultants to avoid communication issues. Bob can be reached at this email and his direct line is 403-359-5050.

Please feel free to share Bob’s phone number with the consultant unless Bob would prefer that they contact Charlie direct. Bob I will leave this for you to decide. Bob please provide your cell number to Barb so that in case you are away from your office, we will avoid delays in obtaining access to the sites. The consultants communication is directly with HQ Barb Gray and not the Regions. I would like to ensure that this communication plan is adhered to other than the required site visit with the maintenance team Charlie.

Thanks,

*Connie Michael*, RPA, FMA, CMA   
 Manager, Fixed Infrastructure  
 Prairie Region | région des Prairies  
 Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
 Government of Canada | Gouvernement du Canada  
 100 - 269 Main Street | 269 rue Main, salle 100  
 Winnipeg MB R3C 1B3  
 Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-3114  
 Cell: (204) 292-3876  
 Email/Courriel: connie.michael@cbsa-asfc.gc.ca

## Crupi, Kayla

---

**From:** Beauchamp, FrancineJ  
**Sent:** April 12, 2017 12:52 PM  
**To:** Manaigre, Sharon; Fortin, Jeannine  
**Subject:** RE: Water Treatment Monchy, Coronach, West Poplar, Willow Creek & Well, Wildhorse

Thank Sharon. Remember, keep you head above it all! It's almost over!

Have a great day!

Francine Beauchamp  
Gestionnaire int., Services à la Direction  
A/Manager, Directorates Services  
Infrastructure et opérations environnementale/Infrastructure and Environmental Operations  
Direction générale du contrôle/Comptrollership Branch  
Agence des services frontaliers du Canada/Canada Border Services Agency

---

**From:** Manaigre, Sharon  
**Sent:** April 12, 2017 11:36 AM  
**To:** Beauchamp, FrancineJ <FrancineJ.Beauchamp@cbsa-asfc.gc.ca>; Fortin, Jeannine <Jeannine.Fortin@cbsa-asfc.gc.ca>  
**Subject:** RE: Water Treatment Monchy, Coronach, West Poplar, Willow Creek & Well, Wildhorse

Hi,

A JV has NOT been done yet. I will set up the PAYE.

Thank you ladies.

Have a great day.

Sharon.

---

**From:** Beauchamp, FrancineJ  
**Sent:** April 12, 2017 10:33 AM  
**To:** Manaigre, Sharon <Sharon.Manaigre@cbsa-asfc.gc.ca>; Fortin, Jeannine <Jeannine.Fortin@cbsa-asfc.gc.ca>  
**Subject:** Water Treatment Monchy, Coronach, West Poplar, Willow Creek & Well, Wildhorse

Sharon, Ted just confirmed that the above is to be coded under the Regional cost centre, not HQ. This is an AIP3 project for which Ted was asked to help, however, the costs remain in the Region. Are you able to reverse your JV? Please advise. Tks.

Francine Beauchamp  
Gestionnaire int., Services à la Direction  
A/Manager, Directorates Services  
Infrastructure et opérations environnementale/Infrastructure and Environmental Operations  
Direction générale du contrôle/Comptrollership Branch  
Agence des services frontaliers du Canada/Canada Border Services Agency

## Crupi, Kayla

---

**From:** Forrester, Irena  
**Sent:** May 23, 2012 11:51 AM  
**To:** Michael, Connie  
**Subject:** Wildhorse Water at port building

Hi Connie,

Here is the info from Charlie regarding the water issue:

it sounds like a pinholed or cracked water line to the bathroom sink. Lyle is going to have to cut a hole in the drywall under the sink to access it. It had leaked about two inches in a bucket yesterday so I told them to shut it off over night and they could turn it back on in the morning, Ryan turned it back on this morning and checked it 45 mins. later, said that the bucket was half full and the stairs and floor joists had water all over it. It looks like it got worse.

Plumber is on his way as we speak.....

Will keep you informed as I know more!



**Crupi, Kayla**

---

**From:** Patten, Brent  
**Sent:** September 5, 2014 03:44 PM  
**To:** Michael, Connie  
**Subject:** Wildhorse

I just got the verbal OK from Ed Lane to proceed with the trailers for Wild Horse

**Brent Patten**

Director | Directeur

Corporate & Program Services Division | Services généraux et du programme

Prairie Region | Région des Prairies

100-269 Main Street | 100-269 rue Main

Winnipeg, Manitoba R3C 1B3

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Email: [Brent.Patten@cbsa-asfc.gc.ca](mailto:Brent.Patten@cbsa-asfc.gc.ca)

## Crupi, Kayla

---

**From:** Anderson, Darryl  
**Sent:** August 27, 2014 10:34 AM  
**To:** Michael, Connie  
**Cc:** Dyck, Ronald; Hewson, Kevin  
**Subject:** Wildhorse

Good Morning Connie,

I just wanted to touch base quick to see where we may be at or finding replacement accommodation for POE Wildhorse for the Winter? Almost end of August and I haven't heard anything recently about the direction we are going to go?

The travel trailers have worked well but we are about a month away from needing something else?

On a side note, I was also wondering if we were going to get the ducts cleaned in the Port inside and out and get that basement in the Port a good cleaning?

Thanks Again...Darryl

Darryl Anderson  
Superintendent Division II  
Del Bonita, Wildhorse, Lethbridge  
Southern Alberta and Southern Saskatchewan District  
Canada Border Services Agency / Government of Canada  
[Darryl.Anderson@cbsa-asfc.gc.ca](mailto:Darryl.Anderson@cbsa-asfc.gc.ca) / Tel: 403-758-3613 / TTY: 866-335-3237  
Surintendant Divison II  
Del Bonita, Wildhorse, Lethbridge  
District du sud de l'Alberta et du sud de la Saskatchewan  
Agence des services frontaliers du Canada / Gouvernement du Canada  
[Darryl.Anderson@cbsa-asfc.gc.ca](mailto:Darryl.Anderson@cbsa-asfc.gc.ca) / Tel. : 403-758-3613 / ATS : 866-335-3237

## Crupi, Kayla

---

**From:** Forrester, Irena  
**Sent:** September 10, 2012 01:50 PM  
**To:** Michael, Connie  
**Subject:** Wildhorse

Hi Connie,

The water issues in Wildhorse have been resolved. Lyle went out on the weekend replaced the UV sterilizer and shock chlorinated as the water was contaminated from the glass being broken.

Not sure what the cost will be for this but we do have 4.5K in a Funds Commitment. The uv sterilizer is at least 1.5 plus all the time.....

This was an emergency repair as it affected our water systems.

Thank you!

*Irena Forrester*

A/Environmental Co-Ordinator  
Facilities and Telecommunications Officer  
Canada Border Services Agency  
2588-27 Street NE  
Calgary, AB T1Y 7G1  
(403) 292-6688  
(403) 333-1963 – Cell  
(403) 292-6699 - Fax

**Crupi, Kayla**

---

**From:** Forrester, Irena  
**Sent:** July 19, 2013 10:39 AM  
**To:** Anderson, Darryl  
**Cc:** Michael, Connie  
**Subject:** Wildhorse Cleaning

Good Morning Darryl,

As you know I have been receiving emails etc. regarding the cleaners at Wildhorse.

I have been attempting to deal with staff concerns with the cleaners however this is continuing to be an issue that we are now at the point of potentially losing the current cleaners.

Losing the current cleaners does not necessarily mean that anyone who bid on the contract would get it as they would have to be at a minimum security cleared and this is not always a quick process as you know. I would also potentially have to re-tender this process, which is as you know time consuming.

Any concerns raised by staff I have also noted to the cleaners plus my own as per my last site visit. However I do feel that there are some underlying issues here that need to be addressed as we have discussed.

The last concern was the cleaning of the cooler. The cleaners are advising that they are not using the same cloth that they clean the washroom with.

I have advised the Allwards that the communication protocol is from them to me, me to them. And with staff, from staff to me (cc'd to you).

Other issues that staff have addressed you and I have discussed, such as the cleaners cleaning while staff is there.

Darryl, please note I am not asking that staff do not raise concerns however it seems never ending and generally only two employees are complaining with the most recent complaint being that someone told an employee that the cleaner used the dirty rag. I have addressed this concern however not in saying who told me but just providing a comment on using different cleaning cloths for different jobs.

I believe after our last discussion you were going to discuss with staff however I just wanted to let you know the current situation.

I have had to let Connie know so that she aware of the situation in the event we get notice.

Thank you for your attention to this matter.

*Irena Forrester*

Facilities and Telecommunications Officer  
Canada Border Services Agency  
2588-27 Street NE  
Calgary, AB T1Y 7G1  
(403) 292-6688  
(403) 333-1963 – Cell  
(403) 292-6699 - Fax

**Crupi, Kayla**

---

**From:** Simonson, Lyle  
**Sent:** March 20, 2015 04:25 PM  
**To:**  
**Cc:** Anderson, Darryl; Michael, Connie  
**Subject:** Wildhorse cleaning

Jen,

As discussed, we would like to know if you are able to clean at Wildhorse next Monday, Wednesday and Friday? PWGSC has advised you will not be able to use the current cleaners supplies. We can re-imburse you for any materials you need as well as the time you are cleaning. The cleaning is very similar to what you do at Willow Creek. If you are willing to do this I will send you the particulars from the statement of work for Wildhorse and required supplies you will need on Monday.

I have included my boss Connie Michael on this email as well so she is aware we will incur these cleaning costs.

Darryl Anderson is the superintendent for Wildhorse and I have included him as well so he is aware of the interim plan.

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations  
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## Crupi, Kayla

---

**From:** Forrester, Irena  
**Sent:** November 16, 2012 09:10 AM  
**To:** Michael, Connie  
**Subject:** Wildhorse DelBonita canopy lighting

Hi Connie,

In that long winded list of requests from Rylan where he wanted lighting under the canopy I had Charlie get me quotes.

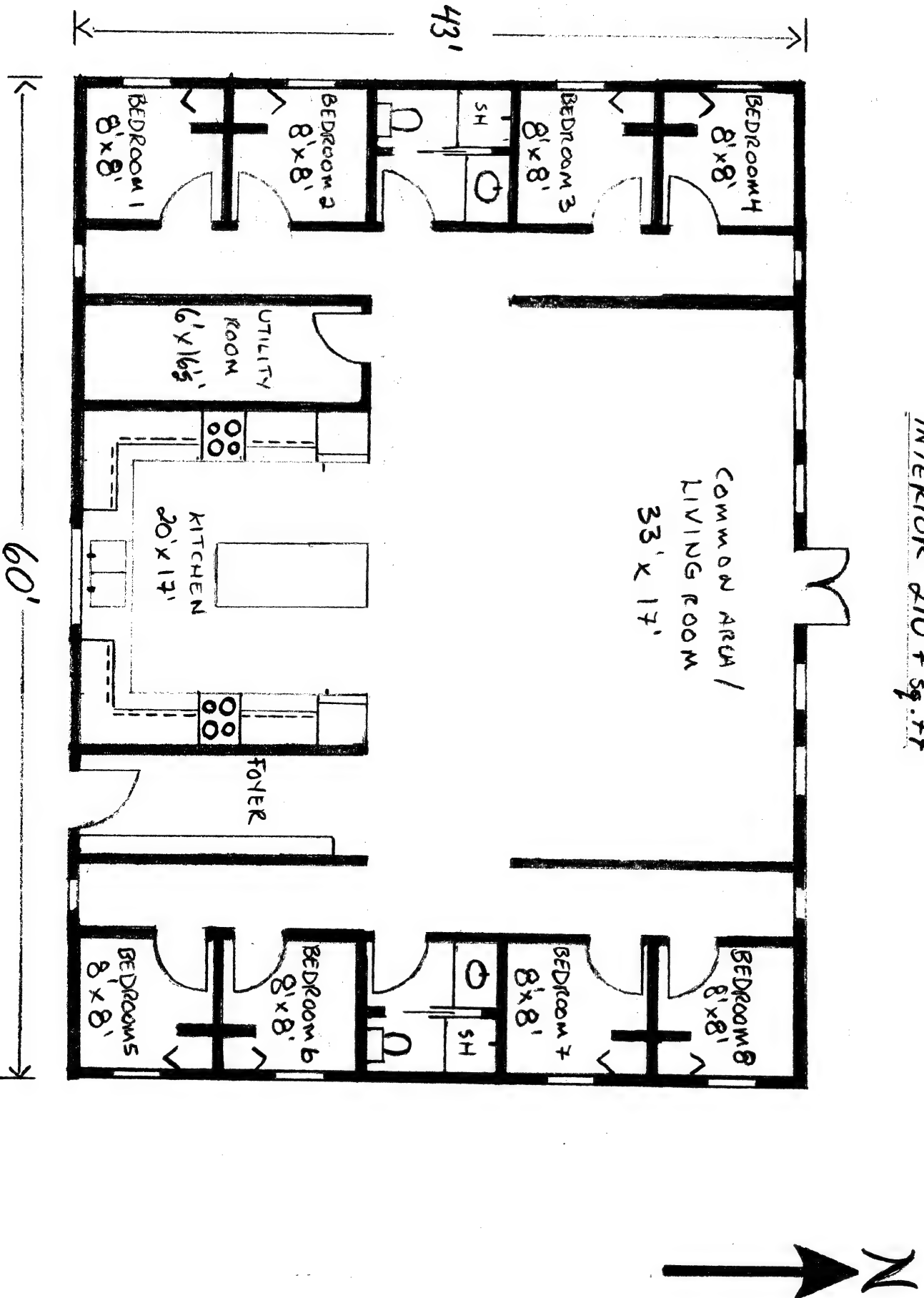
The total for both is 3K. Less for Del Bo because of travel.

Just as an FYI as you were included in those strings of emails I am giving the go ahead to get it done.

This will be under RMI.

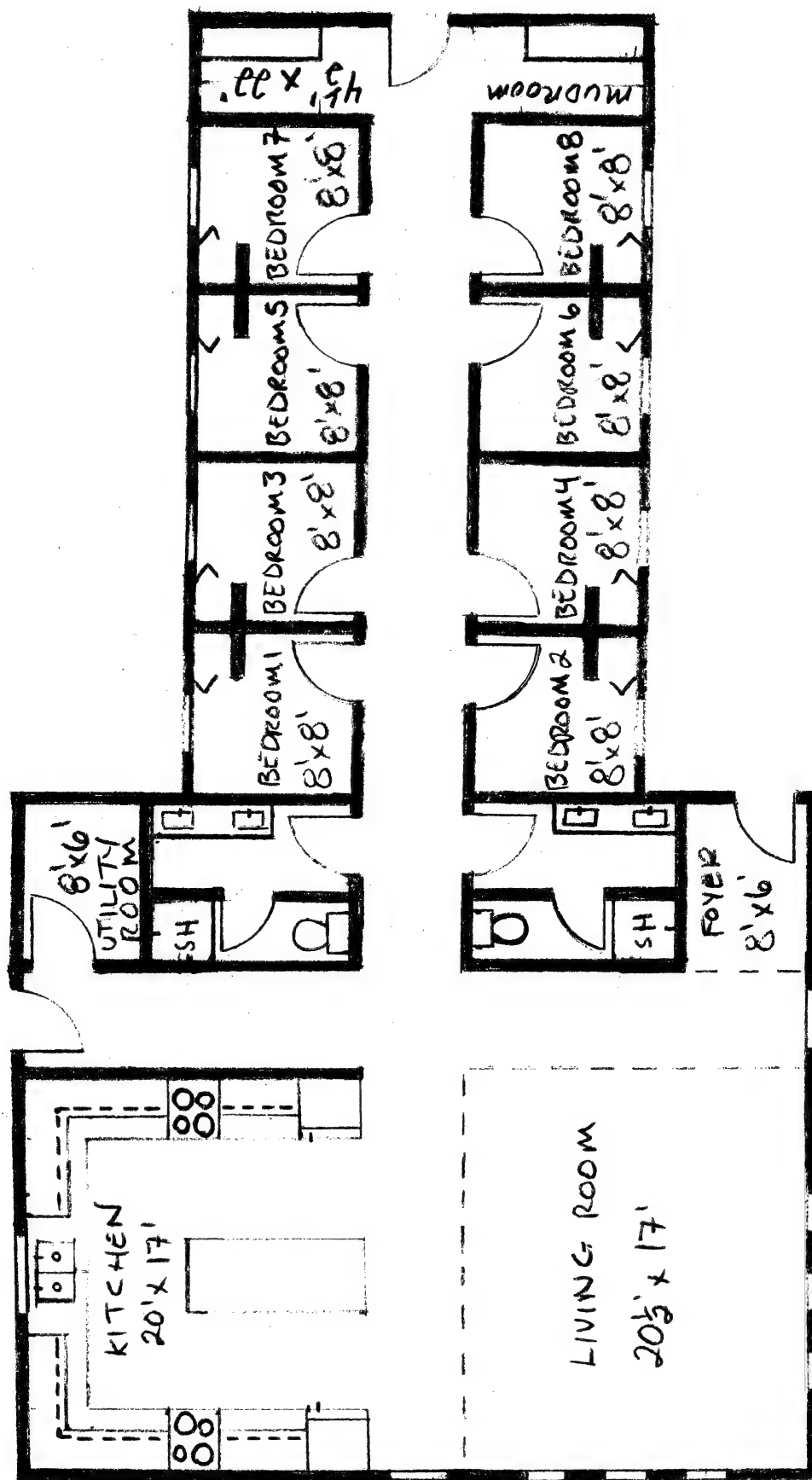
# POE WILD HORSE RESIDENCE

INTERIOR 2107 sq. ft.

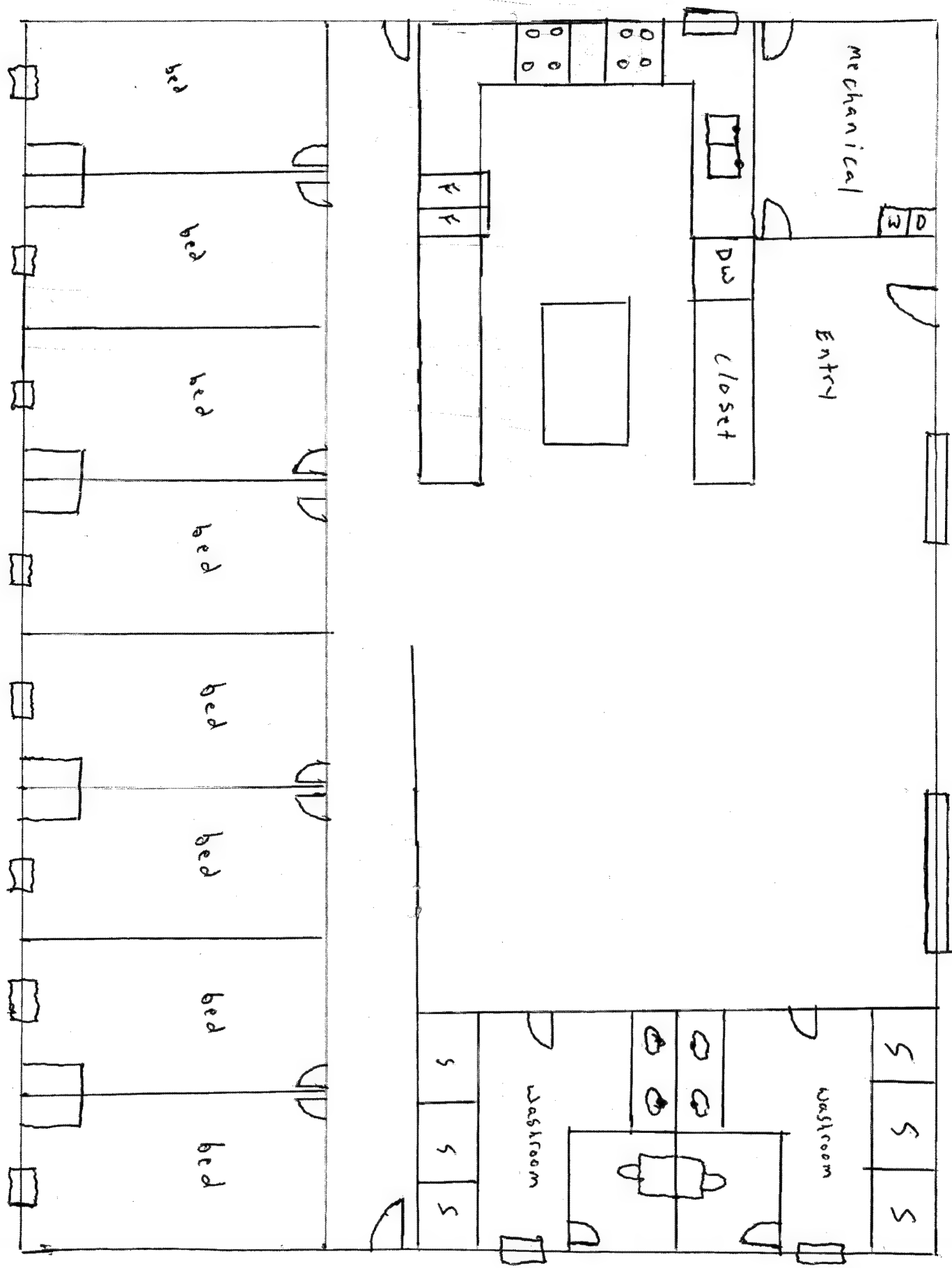


# POE WILD HORSE RESIDENCE

INT. 2068sq ft (192 m<sup>2</sup>)







## Crupi, Kayla

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**From:** Desmarais, Sylvie  
**Sent:** December 10, 2014 06:27 PM  
**To:** Simonson, Lyle  
**Cc:** Offerman, Miranda; Michael, Connie; Anderson, Darryl  
**Subject:** Wildhorse dorm housing  
**Attachments:** Wildhorse 8 person dorm SOW.DOC

thank you Lyle for this information. I think the 3 proposed floor plans provide a good idea of what CBSA is looking for.

I have some comments included in the attached SOW and as follows:

I am concerned that it will not be possible to be fair and transparent in the evaluation of the proposals if we indicate in the SOR that the lowest price will not necessarily be accepted and that CBSA will pick which floor plan best suits the housing needs of staff. Also making it difficult is the statement that if certain requirements (E.g. room size) cannot be met CBSA will consider the bidder's explanations on how they can accommodate our needs.

To avoid this situation, my recommendation would be to hire an architect to prepare ONE conceptual floor plan including furniture layout, to CBSA's liking prior to bidding. This could also narrow down a realistic size for the building (1500 sq ft in the SOR but 2100 sq ft in the sample floor plans).

thank you,

**Sylvie Desmarais**, Arch. and Eng. | arch. et ing.  
Director, Strategic Planning and Project Delivery |  
Directrice, Planification stratégique et réalisation des projets  
Infrastructure and Environmental Operations Directorate |  
Direction de l'infrastructure et des opérations environnementales  
Comptrollership Branch | Direction du contrôle  
Canada Border Services Agency | Agence des services frontaliers du Canada  
333 North River Road, Tower A, 18th Floor | 333, chemin River Nord, tour A, 18<sup>e</sup> étage  
Vanier Ontario K1A 0L8  
Telephone | téléphone (343) 291-5809  
Facsimile | télécopieur (xxx) xxx-xxxx  
E-mail | courriel [Sylvie.Desmarais2@cbsa-asfc.gc.ca](mailto:Sylvie.Desmarais2@cbsa-asfc.gc.ca)

---

**De :** Simonson, Lyle  
**Envoyé :** 10 décembre, 2014 11:54  
**À :** Desmarais, Sylvie; Michael, Connie; Anderson, Darryl  
**Cc :** Offerman, Miranda  
**Objet :** Wildhorse dorm housing

I have attached statement of work with requirements as well as 3 sample floor plans. If I could get all of you to have a look at it and provide insight on what we may be missing or required. Then we can send the final plan to procurement so they can work with PWGSC to get this posted.

Thanks,

Lyle Simonson / Facility Officer / Corporate Programs Services Division  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

**Crupi, Kayla**

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**From:** Simonson, Lyle  
**Sent:** November 18, 2016 04:11 PM  
**To:** Anderson, Darryl  
**Cc:** Singer, Steve  
**Subject:** Wildhorse dorm lock

It took a while but I finally got approval to put in the push button style lock you had requested. Keyway Locks out of Medicine Hat have indicated they will be down there on Nov. 24<sup>th</sup> to install it.

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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## Crupi, Kayla

---

**From:** Manaigre, Sharon  
**Sent:** November 17, 2016 01:20 PM  
**To:** ABRAHAM, GILLES  
**Cc:** Simonson, Lyle  
**Subject:** \*\*\*\*Wildhorse dorm trailer

Hi Gilles – did you ever talk to Tara about this?

---

**From:** Simonson, Lyle  
**Sent:** November 16, 2016 6:06 PM  
**To:** Manaigre, Sharon  
**Subject:** Re: \*\*\*\*Wildhorse dorm trailer

Don't think so. Probably all got coded to hq

Sent from my BlackBerry 10 smartphone on the Rogers network.

---

**From:** Manaigre, Sharon  
**Sent:** Wednesday, November 16, 2016 10:55 AM  
**To:** Simonson, Lyle  
**Cc:** ABRAHAM, GILLES  
**Subject:** \*\*\*\*Wildhorse dorm trailer

I don't have anything on this in actuals/commitments – should I???

Sharon Manaigre  
A/Facilities/Telecommunication Officer  
Canada Border Services Agency/Government of Canada  
[Sharon.manaigre@cbsa-asfc.gc.ca](mailto:Sharon.manaigre@cbsa-asfc.gc.ca) / Tel: 204-983-1902 / : 866-335-3237

Sharon Manaigre  
Agent des installations/télécommunications  
Agence des services frontaliers du Canada / Gouvernement du Canada  
[Sharon.manaigre@cbsa-asfc.gc.ca](mailto:Sharon.manaigre@cbsa-asfc.gc.ca) / Tel: 204-983-1902 / ATS: 866-335-3237

---

**From:** Simonson, Lyle  
**Sent:** June 15, 2016 9:00 AM  
**To:** ABRAHAM, GILLES; Macleod, Tara  
**Cc:** Manaigre, Sharon  
**Subject:** RE: Wildhorse dorm trailer

Quote attached

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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**From:** ABRAHAM, GILLES

**Sent:** June 15, 2016 7:59 AM

**To:** Simonson, Lyle; Macleod, Tara

**Cc:** Manaigre, Sharon

**Subject:** RE: Wildhorse dorm trailer

You'll get the financial coding from us but we'll also have to run it by Tara – once we get the quote, I'll give her a call.

g

---

**From:** Simonson, Lyle

**Sent:** June 15, 2016 7:58 AM

**To:** Macleod, Tara

**Cc:** ABRAHAM, GILLES; Manaigre, Sharon

**Subject:** Wildhorse dorm trailer

I think we had a pot of \$20k approved to put in sidewalks at Wildhorse? I have a quote to do that as well as some additional leveling of the trailer that will come in under 10. Who do I get the financial coding from? I will need that for our procurement team to do up a contract.

Thanks,

Lyle Simonson

Facility Officer / Operations Branch

Canada Border Services Agency

[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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**Crupi, Kayla**

---

**From:** Simonson, Lyle  
**Sent:** October 26, 2016 03:03 PM  
**To:** Offerman, Miranda  
**Subject:** Wildhorse dorm trailer

As discussed. Do you have a copy of the bid that Horizon North submitted a year ago for the Wildhorse dorm trailer?

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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## Crupi, Kayla

---

**From:** Manaigre, Sharon  
**Sent:** November 17, 2016 04:54 PM  
**To:** PRA-CBSA-Region, Procurement  
**Cc:** ABRAHAM, GILLES; Simonson, Lyle  
**Subject:** Wildhorse Dorm Trailer

Hi,

Gilles informs me that a sidewalk was put in at Wildhorse this year. I cannot find anything in my commitment reports. Any light you can shed on this would be greatly appreciated.

Thank you.

Sharon Manaigre  
A/Facilities/Telecommunication Officer  
Canada Border Services Agency/Government of Canada  
[Sharon.manaigre@cbsa-asfc.gc.ca](mailto:Sharon.manaigre@cbsa-asfc.gc.ca) / Tel: 204-983-1902 / 866-335-3237

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**Crupi, Kayla**

---

**From:** Simonson, Lyle  
**Sent:** August 25, 2015 10:58 AM  
**To:** Michael, Connie  
**Subject:** Wildhorse housing unit

I talked with the builder yesterday. They are based out of Kamloops and will be working hard to get this built and delivered by the end of October. He was wondering if anyone wanted to come out and see their facility or do a final inspection before it's delivered. Is this something I would get to do or would it be PWGSC as they are managing the project?

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

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**Crupi, Kayla**

---

**From:** Walter Espinoza <Walter.Espinoza@brookfieldgis.com>  
**Sent:** March 15, 2017 06:28 PM  
**To:** Simonson, Lyle  
**Cc:** Matthew Gillam; Michaela Smith  
**Subject:** Wildhorse issues

Hello Lyle ,

Sorry I didn't call you back as I was in meetings all afternoon but Matthew will be there tomorrow to complete the WO# called into the NSCC.

Thank you and your assistance during said critical time of the year is greatly appreciated .

Walter Espinoza  
Property Manager NWT-AB- RP1-PWGSC  
[Walter.Espinoza@Brookfieldgis.com](mailto:Walter.Espinoza@Brookfieldgis.com)  
Cell Phone 587.783.8665



Visit our PWGSC Tenant Website  
[TENANT CONNECTION Link](#)

*Reminder to contact NSCC for all building issues and service requests @ 1-800-463-1850*

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Veillez songer à l'environnement avant d'imprimer le présent courriel – Aidez-nous à protéger notre planète.

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**Crupi, Kayla**

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**From:** Michael, Connie  
**Sent:** September 22, 2015 10:07 AM  
**To:** Allen, Ryan  
**Cc:** Lane, Edward; Rochette, Louise; Mohamed, Angela  
**Subject:** Wildhorse Permit for the new Residence Trailer  
**Attachments:** CFM001\_62.PDF

Hi Ryan – Please find attached the document for the permit to put the new trailer down on the land.

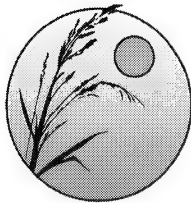
I have cc'd Ed's team for the P3 project.

Thanks,

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

Gestionnaire de l'infrastructure, Direction générale des opérations  
Agence des services frontaliers du Canada / Gouvernement du Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

**DEVELOPMENT PERMIT  
CYPRESS COUNTY**CBSA/ASFC  
WINNIPEG

SEP 18 2015

TRADE OPERATIONS

Developer: Government of Canada - Canada Border Services Agency

Mailing Address: 100 - 269 Main Street Winnipeg, MB R3C 1B3

Location: SE - 4-1-2 W4 (1 - 1014 Highway 41) Roll# 147700

Development involving: Move on a staff housing unit

(As further described on Application No. 14/166 (REV) ) has been:

APPROVED, subject to the following conditions, and with the understanding it will be constructed as outlined in the said application. Any changes in set back, or changes to dimensions must be reported to the development officer.

1. It is the responsibility of the Developer and/or Owner to ensure that any applicable Provincial and Federal statutes and regulations are complied with.
2. This Development shall comply with all regulations under the Land Use Bylaw except where a variance has been granted by the Municipal Planning Commission.
3. A new permit must be obtained for any future additions and/or changes in the use or the intensity of use of the land or buildings.
4. All waste disposal shall be the responsibility of the Developer and/or Owner and at his expense.
5. The approval of this application does not in anyway obligate Cypress County to provide access to development.
6. Alberta Municipal Affairs requires permits pursuant to the Safety Codes Act to be obtained prior to commencement of construction. Alberta Municipal Affairs has Authorized Accredited Agencies to review construction drawings, related document and issue permits on their behalf. A list of Authorized Accredited Agencies are available at Cypress County office.
7. The applicant must obtain approval from Alberta Transportation prior to commencement.

Date of Decision: October 14, 2014

Date of Issue of Development Permit: October 21, 2014

  
SIGNATURE OF DEVELOPMENT OFFICER**Appeal Provisions and Date Expiry**This Development Permit is: ☐ APPEALABLE ☒ NOT APPEALABLE

1. The issuance of a appealable Development Permit does not become effective until FOURTEEN (14) days after the date the order, decision or development permit is issued. If the Permit is not appealable, it takes effect on the date of issue.
2. Any person claiming to be affected by a appealable decision of the Development Officer may appeal the permit to the Development Appeal Board by serving written notice of appeal to the Secretary of the Development Appeal Board within FOURTEEN (14) days after notice of the decision is given. An appeal fee of \$100.00 is required per development application.
3. Should this decision be appealed to the Development Appeal Board, this Development Permit shall be suspended until such time as the appeal is decided and the permit is either varied or confirmed.
4. A permit issued in accordance with the notice of decision is valid for a period of twelve months from the date of issue. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, this permit shall be null and void.

**Crupi, Kayla**

---

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** July 11, 2014 10:49 AM  
**To:** Michael, Connie; Hewson, Kevin; Simonson, Lyle; Jacobs, Sheldon: PWGSC / TPSGC  
**Cc:** Anderson, Darryl  
**Subject:** Wildhorse Single story house attic and basement

Here are the pictures that were taken at the single story house.





























































- Picture 19 is location of original chimney with droppings below.

- 20, 21 are roof vents.
- 22,23 are chimney through the roof.
- 24,26 are of crawl space under living room.
- 38 is access to crawl space.
- 39, 40, 41, 42 random pictures

Charlie Vegter  
Building Operator Maintainer  
Carway Border Facility  
P.O. Box 2755 Cardston AB.  
T0K 0K0  
Phone: 403-653-1038  
Fax: 403-653-4317  
Cell: 403-634-9393  
Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)



Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

Canada



*Serving  
Western  
Canada*



ABBOTSFORD KELOWNA KAMLOOPS CALGARY LETHBRIDGE RED DEER EDMONTON SASKATOON

medicinehat@ritewayfencing.com  
 www.ritewayfencing.com  
**109 Pembina Drive**  
**Redcliff, AB T0J 2P0**  
**Ph:(403) 527.9742 Fax: 528.9739**

**TO:** Canada Border Services Agency  
 Prairie Region  
 Calgary, ALBERTA

## Commercial Fence Quotation:

Ref. No. 6024	Attn: Connie Michael	Fax: _____	Phone(W) _____
Date: 15.09.08	Project: Supply and installation of Snake Fencing	Phone(C) _____	

Spec.	Type of Fabric	Overall Height	Line Post	Top Rail	Terminals
Client	1/4" x 36" WWM	36" (25" above ground)	2-3"	6 ga. galvanized wire	2-3"
Color	Galvanized				

Quantity	We are pleased to submit our quotation for the following:				Amount
398	Lineal feet of snake barrier fencing				
0	0' opening, single swing Commercial gate c/w hardware				
0	opening, double swing Commercial gate c/w hardware				
0	Gate Posts	3 1/2"	O.D. c/w all fittings		
0	End Posts	3 1/2"	O.D. c/w all fittings		
0	Corner Posts	3 1/2"	O.D. c/w all fittings		
0	Straining Posts	3 1/2"	O.D. c/w all fittings		
398	Total footage of fence and gates				
	<b>No</b>	All Posts Set in Concrete	<b>No</b>	Includes Barbed Wire Overhang	
	<b>No</b>	Galvanized Framework	<b>No</b>	Colour matched framework.	

G.S.T. R132830738RT	Delivery Date
F.O.B. Jobsite	AS NEEDED



Base Bid	\$14,147.58
GST	\$707.38
Total	\$14,854.96
Deposit 30%	\$0.00
Balance Due	\$0.00

TERMS: Subject to Site Inspection all prices quoted are firm for 30 days.  
 Balance due on completion. All goods returned are subject to 20% restocking charge. All power, control, communication, and conduit to be done by others

ACCEPTED BY BUYER Please Print Name, Sign & Return One Copy

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

THANK YOU FOR CALLING



Per: Michael Fostaty  
 Michael Fostaty

## STATEMENT OF WORK (SOW)

<b>1.0 INTRODUCTION AND BACKGROUND</b>	
	Canada Border Services Agency (CBSA), Prairie Region, requires a snake fence at the port of Wildhorse, AB. A large rattlesnake was recently discovered under the canopy where officers clear travelers entering Canada. This could become a deadly situation to both the public and staff working at this location. This is not the first incident with rattlesnakes under the canopy at Wildhorse.
<b>2.0 ESTIMATED VALUE</b>	
	N/A.
<b>3.0 OBJECTIVE</b>	
	This SOW is for contractors to provide a quote to install a snake fence around the office and across the road from the office.
<b>4.0 SCOPE OF WORK</b>	
	<ol style="list-style-type: none"> <li>1) Fence to be approximately 235 linear feet around the office on the north side of the highway and 250 linear feet on the south side of the highway.</li> <li>2) To be built as per instructions in Appendix A.</li> <li>3) Provide quote in cost per square foot based on a 485 linear foot fence.</li> <li>4) Quote will include breakdown of material and a brief description of how it will be constructed.</li> <li>5) Contractor will be required to clean up and dispose of all debris.</li> <li>6) Winning bidder will be required to travel to Wildhorse and measure the exact distance. Final cost will be based on exact distance of fence (measured by contractor) times cost per square foot quoted by contractor. Project authority or site Superintendent will meet contractor on site to determine exact location.</li> <li>7) All quotes are to be received by 4:00 PM on September 16<sup>th</sup>.</li> <li>8) No work will commence until a signed contract is in place.</li> </ol>
<b>5.0 DELIVERABLES</b>	
	Supply and install all material required to install snake fence.
<b>6.0 TIMELINE</b>	
	<i>All work must be complete prior to October 15, 2015</i>
<b>7.0 QUALIFICATIONS</b>	
	Only properly licensed and insured contractors and sub-contractors shall be used.
<b>8.0 OPERATING ENVIRONMENT</b>	
	<p>Outdoors, at Port of Entry into Canada.</p> <p>All work and activities to be provided are to have minimum impact on the operation of the ports and passage of travellers and goods through the International border.</p>
<b>9.0 METHOD AND SOURCE OF ACCEPTANCE</b>	
	Work to be approved by CBSA Project Authority prior to execution.
<b>10.0 REPORTING REQUIREMENTS</b>	
	NA



## STATEMENT OF WORK (SOW)

<b>11.0 PROJECT MANAGEMENT CONTROL PROCEDURES</b>	
	<i>No deletions or additions shall be made to the contract without prior approval in writing from the client (CBSA Project Authority). Any request for same must be accompanied by an estimate of the change in cost.</i>
<b>12.0 CHANGE MANAGEMENT PROCEDURES</b>	
	NA
<b>13.0 OWNERSHIP OF INTELLECTUAL PROPERTY</b>	
	NA
<b>14.0 AUTHORITIES</b>	
	Contracting Authority: Connie Michael, Manager Fixed Infrastructure (204) 983-4622 Project Authority: Lyle Simonson, Facilities Officer (306) 780-8372
<b>15.0 DEPARTMENTAL RESPONSIBILITIES AND SUPPORT</b>	
	Contracting Authority: Connie Michael
<b>16.0 LOCATION OF WORK AND TRAVEL</b>	
	<i>Wild Horse POE legal land location is SE-4-1-2-W4M. The office is located at the end of Alberta highway 41 at the Canada USA border.</i>
<b>17.0 LANGUAGE OF WORK</b>	
	<i>Per the GOC contracting language requirements</i>
<b>18.0 SECURITY REQUIREMENTS</b>	
	Work is outdoors, within CBSA operational zone. Contractors will not be required to be security cleared as all work is to be performed outdoors.
<b>19.0 INSURANCE REQUIREMENTS</b>	
	All contractors must have appropriate liability coverage at time of contract award and during execution of the contract.
<b>20.0 REPLACEMENT OF CONTRACTOR RESOURCES</b>	
	CBSA project authority must be notified in writing of any replacement of contractor resources. Name, address, DOB and clearance number of replacement workers must be supplied in writing at time of notice.
<b>21.0 REQUIRED RESOURCES AND ROLES TO BE PERFORMED</b>	
	<i>Facilities Officer: Lyle Simonson Client: Manager of Fixed Infrastructure, CBSA Prairie Region: Connie Michael</i>
<b>22.0 APPLICABLE DOCUMENTS AND GLOSSARY</b>	
	<i>None</i>

## STATEMENT OF WORK (SOW)

### Appendix A

#### Excavating the Fence line

The bottom of the wire mesh, used as a barrier to snakes, must be buried to prevent snakes from slithering underneath. A 6-10" deep trench should be dug along the fence line, and then the wire mesh buried into this trough.

#### Installing Posts and Braces

It is possible to install snake fencing on existing fencelines but often it is easier to construct a new fence. Posts can be installed as in standard livestock fencing. Thinner and shorter posts can be used (e.g. 2-3" by 6'). Installation requirements depend on soil types. In very rocky soils, a vibrating pounder works better than hand pounding or a recoil pounder. A 10' separation between posts works well to provide adequate support for the wire mesh.

All corners should be braced.

#### Attaching the Wire Mesh

The wire mesh has a ¼" mesh size and is 36" wide. Rolls come in 50' and 100' lengths. The top edge of the mesh should extend at least 25" above ground. The wire mesh is eventually buried into this trough, folded at an outside right angle to create a 3" lip to hamper efforts of burrowing rodents. The mesh can be attached to posts using a compressor and staple gun, after it has been tightened using a clamping device and a winch to make the mesh taught. The clamp is made of two 2x4s clamped together with carpet tack strips attached to the insides to hook the mesh.



#### Using Smooth Wire or Top Rails

People and large wildlife crossing over the fence and branches falling on the fence can easily tear the upper edge. Smooth wire can be attached along the top of the wire mesh to carry the weight of animals and branches.

Top rails can also be used to secure the upper edge of the wire mesh in sections where aesthetics are a concern.

## Crupi, Kayla

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**From:** Michael, Connie  
**Sent:** August 18, 2015 11:44 AM  
**To:** Knapp, Tambaer  
**Cc:** Simonson, Lyle  
**Subject:** RE: Wildhorse snake fence

Absolutely.

Lyle – I will create a capital IO and provide you with the coding to use.

Thanks,

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

Gestionnaire de l'infrastructure, Direction générale des opérations  
Agence des services frontaliers du Canada / Gouvernement du Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

---

**From:** Knapp, Tambaer  
**Sent:** August 18, 2015 10:38 AM  
**To:** Michael, Connie  
**Cc:** Simonson, Lyle  
**Subject:** RE: Wildhorse snake fence

Hi Connie

Just a footnote – can you ensure this is done as a capital project – which shd be fine for fencing. Just not coded as repair.  
thanks

Tambaer Knapp,  
Executive Director, Infrastructure/Directrice exécutif, Infrastructure  
Infrastructure and Environmental Operations, Comptrollership Branch/ Infrastructure et opérations environnementales,  
Direction générale du contrôle  
Canada Border Services Agency/Agence des services frontaliers du Canada  
Government of Canada/Gouvernement du Canada  
[tambaer.knapp@cbsa-asfc.gc.ca](mailto:tambaer.knapp@cbsa-asfc.gc.ca) / Tel: 343-291-5825 / TTY: 866-335-3237

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**From:** Michael, Connie  
**Sent:** August 18, 2015 9:57 AM  
**To:** Knapp, Tambaer  
**Cc:** Simonson, Lyle  
**Subject:** FW: Wildhorse snake fence

Good morning Tambaer – I urgently require \$25K to proceed with a rattlesnake fence around the port of Wildhorse. Please note that if we do not proceed, we will be faced with work stoppage and it has escalated to Health and Safety concerns.

Please provide your approval to proceed prior to winter coming.

Thanks,

Connie Michael

Manager of Infrastructure, Operations Branch  
Canada Border Services Agency / Government of Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

Gestionnaire de l'infrastructure, Direction générale des opérations  
Agence des services frontaliers du Canada / Gouvernement du Canada  
Connie.Michael@cbsa-asfc.gc.ca / Tel: 204-983-4622 / Cell: 204-292-3876 / TTY: 866-335-3237

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**From:** Simonson, Lyle  
**Sent:** August 18, 2015 8:50 AM  
**To:** Michael, Connie  
**Subject:** Wildhorse snake fence

The superintendent and chief have requested a snake fence be put up at Wildhorse to try deter rattlesnakes from coming under the canopy in the future. The fence at Carievale cost about \$11,000 to set up. Wildhorse will be almost 3 times as long. However the one at Carievale was put up in the winter so they had to heat the ground up first to dig posts and put in the fence so that increased cost significantly. I would guess we are looking at about \$25k for the fence and Brookfield's fees.

Can you see if we can get funding for this project? I guess this could be classed as a major health and safety issue.

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations  
Agence des services frontaliers du Canada  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237



Government  
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Gouvernement  
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Contract Number / Numéro du contrat

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SECURITY REQUIREMENTS CHECK LIST (SRCL)

LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine Canada Border Services Agency		2. Branch or Directorate / Direction générale ou Direction CPSD Regina, Facilities	
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant Rite-Way Fencing Inc, 109 Pembina Drive, Redcliff, AB. T0J 2P0	
4. Brief Description of Work / Brève description du travail Install snake fence - Port of Wildhorse, AB.			
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	
6. Indicate the type of access required / Indiquer le type d'accès requis			
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès			
Canada <input checked="" type="checkbox"/>		NATO / OTAN <input type="checkbox"/>	
Foreign / Étranger <input type="checkbox"/>			
7. b) Release restrictions / Restrictions relatives à la diffusion			
No release restrictions Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>		All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	
Not releasable À ne pas diffuser <input type="checkbox"/>			
Restricted to: / Limité à: Specify country(ies): / Préciser le(s) pays: <input type="checkbox"/>		Restricted to: / Limité à: Specify country(ies): / Préciser le(s) pays: <input type="checkbox"/>	
7. c) Level of information / Niveau d'information			
PROTECTED A PROTÉGÉ A <input type="checkbox"/>		NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	
PROTECTED B PROTÉGÉ B <input type="checkbox"/>		NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	
PROTECTED C PROTÉGÉ C <input type="checkbox"/>		NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>		NATO SECRET NATO SECRET <input type="checkbox"/>	
SECRET SECRET <input type="checkbox"/>		COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	
TOP SECRET TRÈS SECRET <input type="checkbox"/>			
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>			
		PROTECTED A PROTÉGÉ A <input type="checkbox"/>	
		PROTECTED B PROTÉGÉ B <input type="checkbox"/>	
		PROTECTED C PROTÉGÉ C <input type="checkbox"/>	
		CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	
		SECRET SECRET <input type="checkbox"/>	
		TOP SECRET TRÈS SECRET <input type="checkbox"/>	
		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>	



Government of Canada  
Gouvernement du Canada

Contract Number / Numéro du contrat

Security Classification / Classification de sécurité

**PART A (continued) / PARTIE A (suite)**

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No / Non ☐ Yes / Oui
- If Yes, indicate the level of sensitivity:  
Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No / Non ☐ Yes / Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :

Document Number / Numéro du document :

**PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)**

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

- |   |   |   |  |
|---|---|---|--|
| <input type="checkbox"/> RELIABILITY STATUS<br>COTE DE FIABILITÉ    | <input type="checkbox"/> CONFIDENTIAL<br>CONFIDENTIEL           | <input type="checkbox"/> SECRET<br>SECRET           | <input type="checkbox"/> TOP SECRET<br>TRÈS SECRET               |
| <input type="checkbox"/> TOP SECRET- SIGINT<br>TRÈS SECRET - SIGINT | <input type="checkbox"/> NATO CONFIDENTIAL<br>NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET<br>NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET<br>COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS<br>ACCÈS AUX EMPLACEMENTS      |   |   |  |

Special comments:

Commentaires spéciaux : All work is outside. No access to office required.

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☐ No / Non ☒ Yes / Oui
- If Yes, will unscreened personnel be escorted?  
Dans l'affirmative, le personnel en question sera-t-il escorté? ☐ No / Non ☒ Yes / Oui

**PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)**

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?  
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No / Non ☐ Yes / Oui
11. b) Will the supplier be required to safeguard COMSEC information or assets?  
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ No / Non ☐ Yes / Oui

**PRODUCTION**

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?  
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ No / Non ☐ Yes / Oui **-OR-**

**INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)**

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?  
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No / Non ☐ Yes / Oui
11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?  
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? ☒ No / Non ☐ Yes / Oui



Contract Number / Numéro du contrat

Security Classification / Classification de sécurité

**PART C - (continued) / PARTIE C - (suite)**

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL	SECRET	TOP SECRET	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET
				CONFIDENTIEL		TRÈS SECRET	NATO DIFFUSION RESTREINTE	NATO CONFIDENTIEL		COSMIC COSMIC TRÈS SECRET	A	B	C	CONFIDENTIEL		TRÈS SECRET
Information / Assets Renseignements / Biens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Media / Support TI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Link / Lien électronique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non

☐ Yes  
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée  
« Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?  
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non

☐ Yes  
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée  
« Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



Government of Canada  
Gouvernement du Canada

Contract Number / Numéro du contrat
Security Classification / Classification de sécurité

**PART D - AUTHORIZATION / PARTIE D - AUTORISATION**

**13. Organization Project Authority / Chargé de projet de l'organisme**

Name (print) - Nom (en lettres moulées) Lyle Simonson	Title - Titre Facility Officer	Signature 
Telephone No. - N° de téléphone 306-780-8372	Facsimile No. - N° de télécopieur 306-780-7750	E-mail address - Adresse courriel lyle.simonson@cbsa-asfc.gc.ca
		Date Oct. 27, 2015

**14. Organization Security Authority / Responsable de la sécurité de l'organisme**

Name (print) - Nom (en lettres moulées) Bill Paolini	Title - Titre Manager, Security	Signature
Telephone No. - N° de téléphone 204-983-3694	Facsimile No. - N° de télécopieur 204-984-3114	E-mail address - Adresse courriel bill.paolini@cbsa-asfc.gc.ca
		Date Oct. 27, 2015

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?  
Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?

☐ No / Non ☐ Yes / Oui

**16. Procurement Officer / Agent d'approvisionnement**

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel
		Date

**17. Contracting Security Authority / Autorité contractante en matière de sécurité**

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel
		Date

Security Classification / Classification de sécurité
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# Requisition for Goods and Services - Demande de biens et de services

Amend No. Modif. N°		Increase/Decrease Augmentation/ Réduction		Previous Value Valeur précédente		Current Funding Financement actuel  <b>14,147.58</b>		Requisition No. - N° demande Ordering Office Year Serial No. Bureau demand. Année N° de série  <b>16 7942</b>		Page 1	PWGSC Use Only TPSGC seulement				
								Accounting Office Code Code du bureau compt.  <b>47756</b>							
Originator - Auteur Tel. No. - N° de tél. <b>LYLE SIMONSON</b>												Destination <b>CANADA BORDER SERVICES AGENCY          CUSTOMS PORT OF WILDHORSE          220 RR 1 WILDHORSE VIA, 170          MANYBERRIES AB TOK 1L0          CANADA</b>		Inspection Agency Chargé de l'inspection <input type="checkbox"/> Consignee at Destination <input type="checkbox"/> Specified herein <input type="checkbox"/> Précisé dans les présentes	
Address Inquiries To : Tele. No. Adresser toute demande de renseignements à : N° de tél. <b>LYLE SIMONSON</b>												Invoices - Original and two copies are to be made out and sent to Factures - Remplir et envoyer l'original et deux copies à <b>CANADA BORDER SERVICES AGENCY          DIRECTOR, SASKATCHEWAN DISTRICT          P.O. BOX 4080          REGINA SK S4P 3W5          CANADA</b>		Quality Assurance Assurance de la qualité DND MDN <input type="checkbox"/> Specified herein <input type="checkbox"/> Précisé dans les présentes	
Refer to Supply and Services Canada Customer Manual Chapter 210, Acquisition of Goods and Services, for detailed explanation of fields. Pour plus d précisions, se reporter au Chapitre 210 (Acquisition de Biens et de Services) du Manuel de Client, Approvisionnement et Services Canada.												PWGSC Confirmation - Confirmation d'PWGSC Telephone Number Buyer's Name Téléphone N° Nom de l'acheteur		PWGSC Use Only TPSGC seulement	
Financial Code(s) - Code(s) financier(s) <b>0850</b>												Amount - Montant			

Item Article	Reference/Stock No. and Description N° de référence de nomenclature et description	Date Required Demande pour le D/J M Y/A	Consignee Code Code du destinataire	U. of I. U. de D.	Quantity Quantité	Estimated Cost Prix estimatif	Previous Quantity and Unit Price Quantité et prix unitaire précédents	Previous Contract No. and Date Date et n° du contrat précédent
00010	<b>AB- Snake Fence - Wildhorse, AB</b> 1.0 INTRODUCTION AND BACKGROUND Canada Border Services Agency (CBSA), Prairie Region, requires a snake fence at the port of Wildhorse, AB. A large rattlesnake was recently discovered under the canopy where officers clear travelers entering Canada. This could become a deadly situation to both the public and staff working at this location. This is not the first incident with rattlesnakes under the canopy at Wildhorse. 2.0 ESTIMATED VALUE N/A. 3.0 OBJECTIVE This SOW is for contractors to provide a quote to install a snake fence around the office and across the road from the office. 4.0 SCOPE OF WORK	31 03 16		EA	1.00	14,147.58		

Special Instructions - Instructions spéciales:	Security - Sécurité Does this requisition include security provisions? Cette demande comprend-elle des exigences en matière de sécurité? If yes, is a Security Requirement Check List (SRCL) required? Si oui, une liste de vérification des exigences relatives à la sécurité(LVERS) est-elle requise? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Non <input checked="" type="checkbox"/> Oui If an SRCL is required, attach the properly completed and signed SRCL to this requisition. Si une LVERS est requise, la joindre dûment complétée et signée à cette demande. If an SRCL is not required, but the requisition does include security provisions, explain why in the requisition. Si une LVERS n'est pas requise, mais que la demande comprend des exigences en matière de sécurité, expliquer la raison dans la demande. The undersigned certifies that this requisition, including any attached SRCL, accurately details the security provisions of this requirement. Je, soussigné, certifie que cette demande, y compris toute LVERS, décrit exactement les exigences en matière de sécurité de ce besoin.	Recommended by - Recommandé par  Signature	Date <b>Oct. 27/15</b>
	PURSUANT TO SUB SECTION 32(1) OF THE FINANCIAL ADMINISTRATION ACT, FUNDS ARE AVAILABLE. EN VERTU DU PARAGRAPHE 32(1) DE LA LOI SUR LA GESTION DES FINANCES PUBLIQUES, DES FONDS SONT DISPONIBLES.		
	The Undersigned approves this requisition and certifies that the necessary approvals have been obtained and requests PWGSC to acquire the goods and/or services described herein. Je, soussigné, approuve la présente demande, certifie, que les approbations requises ont été obtenues et demande à TPSGC d'obtenir les biens et services décrits dans les présentes.		

(1)GST/HST extra: Must be shown separately on invoice - Supplément  
 TPS/TVH: Doit être indiqué séparément sur la facture  
 (2)PSF example - TWP non-appliable  
 (3)General Terms, Conditions and Payment Terms attached are part of this order  
 Les conditions générales et le mode de paiement à la pièce joint font partie de cette commande order partie de cette commande

CONTINUATION - SUITE

Report date Date du rapport 27.10.2015		Supply manager code Code du gestionnaire de l'approvisionnement		Equipment support list Liste de matériel accessoire		Page 2		Requisition No. - N° demande 16 7942			
Item Article	Reference/Stock No. and Description N° de référence de nomenclature et description			Date Required Demande pour le D/J M Y/A		Consignee Code Code du destinataire	U. of I. U. de D.	Quantity Quantité	Estimated Cost Prix estimatif	Previous Quantity and Unit Price Quantité et prix unitaire précédents	Previous Contract No. and Date Date et n° du contrat précédent
	<p>1) Fence to be approximately 235 linear feet around the office on the north side of the highway and 250 linear feet on the south side of the highway.</p> <p>2) To be built as per instructions in Appendix A.</p> <p>3) Provide quote in cost per square foot based on a 485 linear foot fence.</p> <p>4) Quote will include breakdown of material and a brief description of how it will be constructed.</p> <p>5) Contractor will be required to clean up and dispose of all debris.</p> <p>6) Winning bidder will be required to travel to Wildhorse and measure the exact distance. Final cost will be based on exact distance of fence (measured by contractor) times cost per square foot quoted by contractor. Project authority or site Superintendent will meet contractor on site to determine exact location.</p> <p>7) All quotes are to be received by 4:00 PM on September 16th.</p> <p>8) No work will commence until a signed contract is in place.</p> <p>5.0 DELIVERABLES</p> <p>Supply and install all material required to install snake fence.</p> <p>6.0 TIMELINE</p> <p>All work must be complete prior to October 15, 2015</p> <p>7.0 QUALIFICATIONS</p> <p>Only properly licensed and insured contractors and sub-contractors shall be used.</p> <p>8.0 OPERATING ENVIRONMENT</p> <p>Outdoors, at Port of Entry into Canada.</p> <p>All work and activities to be provided are to have minimum impact on the operation of the ports and passage of travellers and goods through the International border.</p> <p>9.0 METHOD AND SOURCE OF ACCEPTANCE</p> <p>Work to be approved by CBSA Project Authority prior to execution.</p> <p>10.0 REPORTING REQUIREMENTS</p> <p>NA</p> <p>11.0 PROJECT MANAGEMENT CONTROL PROCEDURES</p> <p>No deletions or additions shall be made to the contract without prior approval in writing from the client (CBSA Project Authority). Any request for same must be accompanied by an estimate of the change in cost.</p> <p>12.0 CHANGE MANAGEMENT PROCEDURES</p> <p>NA</p> <p>13.0 OWNERSHIP OF INTELLECTURAL PROPERTY</p> <p>NA</p> <p>14.0 AUTHORITIES</p>										



CONTINUATION - SUITE

Report date Date du rapport 27.10.2015	Supply manager code Code du gestionnaire de l'approvisionnement	Equipment support list Liste de matériel accessoire
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Page 3	Requisition No. - N° demande 16 7942
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Item Article	Reference/Stock No. and Description N° de référence de nomenclature et description	Date Required Demande pour le D/J M Y/A	Consignee Code Code du destinataire	U. of I. U. de D.	Quantity Quantité	Estimated Cost Prix estimatif	Previous Quantity and Unit Price Quantité et prix unitaire précédents	Previous Contract No. and Date Date et n° du contrat précédent
	<p>Contracting Authority: Connie Michael, Manager Fixed Infrastructure (204) 983-4622            Project Authority: Lyle Simonson, Facilities Officer (306) 780-8372            15.0 DEPARTMENTAL RESPONSIBILITIES AND SUPPORT            Contracting Authority: Connie Michael</p> <p>16.0 LOCATION OF WORK AND TRAVEL            Wild Horse POE legal land location is SE-4-1-2-W4M. The office is located at the end of Alberta highway 41 at the Canada USA border.</p> <p>17.0 LANGUAGE OF WORK            Per the GOC contracting language requirements</p> <p>18.0 SECURITY REQUIREMENTS            Work is outdoors, within CBSA operational zone. Contractors will not be required to be security cleared as all work is to be performed outdoors.</p> <p>19.0 INSURANCE REQUIREMENTS            All contractors must have appropriate liability coverage at time of contract award and during execution of the contract.</p> <p>20.0 REPLACEMENT OF CONTRACTOR RESOURCES            CBSA project authority must be notified in writing of any replacement of contractor resources. Name, address, DOB and clearance number of replacement workers must be supplied in writing at time of notice.</p> <p>21.0 REQUIRED RESOURCES AND ROLES TO BE PERFORMED            Facilities Officer: Lyle Simonson            Client: Manager of Fixed Infrastructure, CBSA Prairie Region: Connie Michael</p> <p>22.0 APPLICABLE DOCUMENTS AND GLOSSARY            None</p> <p>Appendix A</p> <p>Excavating the Fence line            The bottom of the wire mesh, used as a barrier to snakes, must be buried to prevent snakes from slithering underneath. A 6-10# deep trench should to be dug along the fence line, and then the wire mesh buried into this trough.</p> <p>Installing Posts and Braces</p>							



CONTINUATION - SUITE

Report date Date du rapport 27.10.2015	Supply manager code Code du gestionnaire de l'approvisionnement	Equipment support list Liste de matériel accessoire
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Page 4	Requisition No. - N° demande 16 7942
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Item Article	Reference/Stock No. and Description N° de référence de nomenclature et description	Date Required Demandé pour le D/J M Y/A	Consignee Code Code du destinataire	U. of I. U. de D.	Quantity Quantité	Estimated Cost Prix estimatif	Previous Quantity and Unit Price Quantité et prix unitaire précédents	Previous Contract No. and Date Date et n° du contrat précédent
	<p>It is possible to install snake fencing on existing fencelines but often it is easier to construct a new fence. Posts can be installed as in standard livestock fencing. Thinner and shorter posts can be used (e.g. 2-3# by 6#). Installation requirements depend on soil types. In very rocky soils, a vibrating pounder works better than hand pounding or a recoil pounder. A 10# separation between posts works well to provide adequate support for the wire mesh. All corners should be braced.</p> <p>Attaching the Wire Mesh          The wire mesh has a ¼# mesh size and is 36# wide. Rolls come in 50# and 100# lengths. The top edge of the mesh should extend at least 25# above ground. The wire mesh is eventually buried into this trough, folded at an outside right angle to create a 3# lip to hamper efforts of burrowing rodents. The mesh can be attached to posts using a compressor and staple gun, after it has been tightened using a clamping device and a winch to make the mesh taught. The clamp is made of two 2x4s clamped together with carpet tack strips attached to the insides to hook the mesh.</p> <p>Using Smooth Wire or Top Rails          People and large wildlife crossing over the fence and branches falling on the fence can easily tear the upper edge. Smooth wire can be attached along the top of the wire mesh to carry the weight of animals and branches.          Top rails can also be used to secure the upper edge of the wire mesh in sections where aesthetics are a concern.</p>							

## Crupi, Kayla

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**From:** Simonson, Lyle  
**Sent:** September 17, 2014 05:12 PM  
**To:** 'Mustak.Sarwer@pwgsc-tpsgc.gc.ca'  
**Cc:** Michael, Connie  
**Subject:** Wildhorse trailer information  
**Attachments:** mobile home wildhorse SOW.doc

I have attached a brief statement of work. Please advise if you have any questions.

The company I contacted for an estimate is Dufferin Homes in Moose Jaw. She sent a quote of \$80k for a 16 x 76, 3 bed, 2 bath.

Robbyn Mintenko-Cresta  
Dufferin Homes  
Home Consultant  
Highway #1 East  
Moose Jaw, SK S6H7W6  
Work: 306-694-5455  
Cell: 306-630-4458  
[@dufferinhomes.ca](mailto:@dufferinhomes.ca)  
[www.dufferinhomes.ca](http://www.dufferinhomes.ca)

Thanks,

Lyle Simonson  
Facility Officer  
Canada Border Services Agency/Agence des services frontaliers du Canada  
1871 Hamilton Street  
Regina, Saskatchewan  
S4P 3W5  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)  
Tel: (306) 780-8372  
Fax: (306) 780-7750  
Teletypewriter: 1-866-335-3237



Canada Border  
Services Agency

Agence des services  
frontaliers du Canada

## **Requisitions for Professional Services Contracts**

### **Annex A - Statement of Work**

#### **1. Title**

Mobile home purchase, Wildhorse, AB.

#### **2. Objective**

Purchase and set up mobile homes at the port of Wildhorse for staff housing.

#### **3. Scope of Work**

- 1) Purchase, transport and install a 3 bed, 2 bath mobile home at the port of Wildhorse, AB. Trailer should be minimum 16' x 76'. Supplier will be responsible to secure the mobile home to screw piles that will be in place prior to delivery.
- 2) 5 appliances to be included. Fridge, stove, dishwasher, washer and dryer.
- 3) Furnace and water heater are to be natural gas. Furnace must be able to accommodate an air conditioner.
- 4) Options such as colors and floor plans are to be presented to CBSA who will have the final say on the trailer purchased.

\* \* \* \* \*

Canada

## Crupi, Kayla

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**From:** Simonson, Lyle  
**Sent:** May 8, 2017 02:06 PM  
**To:** Walter Espinoza (Walter.Espinoza@brookfieldgis.com)  
**Subject:** Wildhorse trailer leaking

FYI the warranty on that trailer was only for a year so would have expired.

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations  
Agence des services frontaliers du Canada  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237

## Crupi, Kayla

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**From:** Mustak Sarwer <Mustak.Sarwer@pwgsc-tpsgc.gc.ca>  
**Sent:** September 26, 2014 05:14 PM  
**To:** Michael, Connie  
**Subject:** Wildhorse trailer Procurement project  
**Attachments:** SSA for CBSA 2 Trailer houses.pdf

Hello Connie,  
Please find attached SSA for your approval.  
I will initiate the next phase of this project as soon I receive the signed SSA from you.

If you have any question please feel free to contact me.

Regards,

Mustak Sarwer, B.Arch., Intern OAA, PMP  
Project Manager, Regina  
Professional and Technical Services, Real Property Branch, Western Region  
Public Works and Government Services Canada | Travaux publics et Services gouvernementaux Canada  
Government of Canada | Gouvernement du Canada  
Broad Street Crossing 201-1800 11th Avenue, Regina, SK  
P: (306) 780-8197  
Cell: (306) 501-1670  
E: [mustak.sarwer@pwgsc-tpsgc.gc.ca](mailto:mustak.sarwer@pwgsc-tpsgc.gc.ca)

---

**From:** Michael, Connie [mailto:Connie.Michael@cbsa-asfc.gc.ca]  
**Sent:** September-24-14 5:49 AM  
**To:** Mustak Sarwer; Simonson, Lyle  
**Cc:** Hewson, Kevin; Cuzzetto, Richard; Anderson, Darryl  
**Subject:** FW: More friends moving into the port!

Good morning Mustak & Lyle – I know we spoke late yesterday in regards to the residence trailers and the health and safety of our BSO's. As you can see from the pictures attached, the snakes continue to find a warm place to nest as the weather turns. There is a real urgency to ensure the residence trailers arrive on site for the operations group as soon as possible. Please keep me updated on the status of this procurement at all stages. I will be receiving an email from Ron Dyck on the type of trailer and other details that he can research out that would meet their needs. The key is the delivery date and hooking the trailer up to the utilities. The trailers need to be operational for our BSO's prior to the cold weather settling in.

Mustak – show the pictures to your procurement folks as this will emphasize the urgency in the procurement process.

Lyle – Please do whatever you need to do to ensure we deal with the new batch of snakes and probably old ones still in the port of entry. This is very unsettling for our BSO's to have to deal with this on a continuing basis in their workplace. Again, please keep operations and myself aware of what is going on throughout this process.

Thanks,

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure



Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
Government of Canada | Gouvernement du Canada  
100 - 269 Main Street | 269 rue Main, salle 100  
Winnipeg MB R3C 1B3  
Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-7561  
Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

---

**From:** Anderson, Darryl  
**Sent:** September 23, 2014 6:42 PM  
**To:** Michael, Connie  
**Cc:** Hewson, Kevin; Dyck, Ronald  
**Subject:** Fw: More friends moving into the port!

Fyi it appears we have snake issues at the port again. As it gets colder they are trying to find dens.

---

Sent from my BlackBerry handheld.  
Envoyé à partir de mon BlackBerry.

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**From:** Kress, Tyler  
**Sent:** Tuesday, September 23, 2014 04:35 PM  
**To:** Anderson, Darryl  
**Cc:** Cahoon, Darren; Slattery, Kristy; Meyer, Ryan; Smith, Trevor; Lingenfelter, Adam; Moritz, Earl  
**Subject:** More friends moving into the port!

Hi Darryl,

Just wanted to let you know more of our snake friends have been lingering around the port. Looks like they have been moving into the metal door frames of both garage doors of the port. Today so far, we have seen three of them.

Pics are attached for your viewing pleasure.

--Tyler

**SPECIFIC SERVICE AGREEMENT - REAL PROPERTY BRANCH**  
**CONVENTION PARTICULIÈRE DE SERVICES - BIENS IMMOBILIERS**

CUSTOMER - CLIENT		SERVICE PROVIDER - FOURNISSEUR DE SERVICES	
1 Customer (Department, agency - Ministère, organisme) Canada Border Services Agency	Customer no. - N° de client  Customer department no. N° de ministère du client	9 <input checked="" type="checkbox"/> Original Date 2014-09-25	<input type="checkbox"/> Amendment Modification No. N° Date
Customer contact - Représentant du client Connie Michael	Tel. no. - N° de tél. (204) 983-4622 [ ]	Project manager - Gestionnaire de projet Mustak Sarwer	10 Project no. - N° du projet R.073359.001 Level - Niveau
2 Billing attention - Envoi de facture à l'attention de Connie Michael	Tel. no. - N° de tél. (204) 983-4622 [ ]	Senior Project Manager - Gestionnaire principal de projet Gerald Galambos	Tel. no. - N° de tél. (403) 875-2123 [ ]
Billing address - Adresse de facturation Canada Border Services Agency 269 Main Street 3rd Floor Winnipeg, MB R3C 1B3		Address - Adresse 201-1800 11th Ave Regina SK S4P 0H8	
Billing Email - Courriel de facturation Connie.Michael@cbsa-asfc.gc.ca		Customer service unit - Équipe services clients	
3 Customer reference no.(for invoice) - N° de référence du client (pour la facturation)		Reporting Area - Domaine rapport Sask. District Office	Region - Région Western
4 IS / IT ORG / ORG RI / TI	5 IS / IT REF / REF RI / TI	12 Program of Work Programme des travaux <input type="checkbox"/> Yes - Oui <input checked="" type="checkbox"/> No - Non	13 Fee options Options d'honoraires Fixed fee plus disb
6 Project title and location - Titre et lieu du projet CBSA Procure 2 Trailer Houses Highway 41 - Elkwater, AB		14 Start date - Date de début 2014-09-23 Completion date - Parachèvement 2014-11-01	

15 Services required - Services requis ☐ See attached page - Voir page ci-jointe Comments - Observations

Seed Funding to procure 2 (3bed & 2 Bath) trailer houses and deliver them to Wildhorse Port. The trailers need to be installed by October 31st 2014.

7 AGREED FUNDING - FINANCEMENT CONVENU				
Year Année	PWGSC Labour PRP 420 PRP 420 Main d'oeuvre TPSGC	PWGSC Disbursements PRP 400 PRP 400 Dépours TPSGC	PWGSC Fees PRP 410 PRP 410 Honoraires TPSGC	TOTAL
Previous years Années précédentes /				
Current year Année courante 2014 / 2015		220,000.00	10,000.00	230,000.00
Current year + 1 Année courante + 1 /				
Current year + 2 Année courante + 2 /				
Future years Années futures /				
<b>TOTAL</b>		<b>220,000.00</b>	<b>10,000.00</b>	<b>230,000.00</b>

ACCEPTANCE BY CUSTOMER - ACCEPTATION PAR LE CLIENT		SERVICE PROVIDER APPROVAL - APPROBATION DU FOURNISSEUR DE SERVICES	
8 Name - Nom Connie Michael	Tel. no. - N° de tél. (204) 983-4622 [ ]	16 Name - Nom Naomi Minja	Tel. no. - N° de tél. (780) 497-3741 [ ]
Title - Titre Manager, Fixed Infrastructure	Fax. no. - N° de télécopieur ( ) -	Title - Titre Regional Manager, Project Manage	Fax. no. - N° de télécopieur ( ) -
Signature	Date	Signature	Date

**PWGSC INTERNAL USE ONLY - USAGE INTERNE DE TPSGC SEULEMENT**

17 Project qualifier Qualificateur du projet	18 Parent project no. N° de projet parent	19 Cost centre Centre de coûts	20 Billing method Méthode de facturation	21 Mark-up on Hourly Billable Rates Taux de majoration des Taux horaires	22 Value Contract No. N° de contrat-valeur
23 Customer no. N° de client	24 Program of Work - see SAP Programme des travaux - voir SAP	25 GST ind. Ind. de TPS	26 File no. N° du dossier		



Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

**SPECIFIC SERVICE AGREEMENT - REAL PROPERTY BRANCH**  
**CONVENTION PARTICULIÈRE DE SERVICES - BIENS IMMOBILIERS**

CUSTOMER - CLIENT		SERVICE PROVIDER - FOURNISSEUR DE SERVICES	
1 Customer (Department, agency - Ministère, organisme) Canada Border Services Agency	Customer no. - N° de client  Customer department no. - N° de ministère du client	9 <input checked="" type="checkbox"/> Original Date 2014-09-25	<input type="checkbox"/> Amendment Modification No. N° Date
Customer contact - Représentant du client Connie Michael	Tel. no. - N° de tél. (204) 983-4622 [ ]	Project manager - Gestionnaire de projet Mustak Sarwer	10 Project no. - N° du projet R.073359.001 Level - Niveau
2 Billing attention - Envoi de facture à l'attention de Connie Michael	Tel. no. - N° de tél. (204) 983-4622 [ ]	Senior Project Manager - Gestionnaire principal de projet Gerald Galambos	Tel. no. - N° de tél. (403) 875-2123 [ ]
Billing address - Adresse de facturation Canada Border Services Agency 269 Main Street 3rd Floor Winnipeg, MB R3C 1B3 Billing Email - Courriel de facturation Connie.Michael@cbsa-asfc.gc.ca		Address - Adresse 201-1800 11th Ave Regina SK S4P 0H8 Customer service unit - Équipe services clients	
3 Customer reference no. (for invoice) - N° de référence du client (pour la facturation)		Reporting Area - Domaine rapport Sask. District Office	Region - Région Western
4 IS / IT ORG / ORG RI / TI	5 IS / IT REF / REF RI / TI	12 Program of Work Programme des travaux <input type="checkbox"/> Yes - Oui <input checked="" type="checkbox"/> No - Non	13 Fee options Options d'honoraires Fixed fee plus disb
6 Project title and location - Titre et lieu du projet CBSA Procure 2 Trailer Houses Highway 41 - Elkwater, AB		14 Start date - Date de début 2014-09-23 Completion date - Parachèvement 2014-11-01	
15 Services required - Services requis <input type="checkbox"/> See attached page - Voir page ci-jointe Comments - Observations Seed Funding to procure 2 (3bed & 2 Bath) trailer houses and deliver them to Wildhorse Port. The trailers need to be installed by October 31st 2014.			

7 AGREED FUNDING - FINANCEMENT CONVENU				
Year Année	PWGSCLabour PRP 420 PRP 420 Main d'oeuvre TPSGC	PWGSCLabour PRP 420 PRP 420 Main d'oeuvre TPSGC	PWGSCLabour PRP 420 PRP 420 Main d'oeuvre TPSGC	TOTAL
Previous years Années précédentes	/			
Current year Année courante	2014 / 2015		220,000.00	230,000.00
Current year + 1 Année courante + 1	/			
Current year + 2 Année courante + 2	/			
Future years Années futures	/			
TOTAL		220,000.00	10,000.00	230,000.00

ACCEPTANCE BY CUSTOMER - ACCEPTATION PAR LE CLIENT		SERVICE PROVIDER APPROVAL - APPROBATION DU FOURNISSEUR DE SERVICES	
8 Name - Nom Connie Michael	Tel. no. - N° de tél. (204) 983-4622 [ ]	16 Name - Nom Naomi Minja	Tel. no. - N° de tél. (780) 497-3741 [ ]
Title - Titre Manager, Fixed Infrastructure	Fax. no. - N° de télécopieur ( ) -	Title - Titre Regional Manager, Project Manage	Fax. no. - N° de télécopieur ( ) -
Signature	Date	Signature	Date

**SPECIFIC SERVICE AGREEMENT - REAL PROPERTY BRANCH**  
**CONVENTION PARTICULIÈRE DE SERVICES - BIENS IMMOBILIERS**

CUSTOMER - CLIENT		SERVICE PROVIDER - FOURNISSEUR DE SERVICES		
1 Customer (Department, agency - Ministère, organisme) Canada Border Services Agency	Customer no. - N° de client	9 <input checked="" type="checkbox"/> Original	<input type="checkbox"/> Amendment No. Modification N°	10 Project no. - N° du projet R.073359.001
	Customer department no. N° de ministère du client	Date 2014-09-25	Date	Level - Niveau

Additional information - Renseignements additionnels



## SPECIFIC SERVICE AGREEMENT - REAL PROPERTY BRANCH CONVENTION PARTICULIÈRE DE SERVICES - BIENS IMMOBILIERS

### INSTRUCTIONS

This form is available in ELF, a PWGSC application which works under FormFlow. Contact your Informatics support staff to get it installed on your computer.

For those who do not have FormFlow, and need to use it as a paper form, print it with these instructions and photocopy the required number of copies.

If required, the user should fill in the form, by hand or typewriter, and make photocopies once signed by authorized managers and send copies to designators listed at the bottom of the form.

The use of this second and third pages is optional. The second page with the PWGSC Internal Coding section blanked out is provided for managers who do not wish to publish this information. The third page may be used to complete the description of services required.

To prevent the printing of page 3 (when NO information is entered) and page 4 (when paper instructions are NOT required), when selecting "File/Print", activate the "Filled pages only" check box. To print all pages, deactivate the check box.

The following codes or descriptions must be entered in the appropriate boxes:

#### Fee Options

- 1 - Fixed Price B10
- 2 - Fixed Fee plus Disbursements B11
- 3 - Time Based Fee plus Disbursements B12
- 4 - Mixed Project B13

#### Program of work

Please refer to SAP for codes

#### Billing email

Maximum 40 characters

### MODE D'EMPLOI

Ce formulaire est disponible dans FEL, une application ministérielle des TPSGC qui fonctionne avec FormFlow. Demandez à votre soutien informatique pour la faire installer sur votre ordinateur.

Pour ceux qui n'ont pas cette application, et si vous avez besoin d'un formulaire papier, imprimez-le avec ce mode d'emploi et faites des photocopies en nombre suffisant.

L'utilisateur devra le remplir à la main ou à la dactylo, si nécessaire, et en faire des photocopies une fois signé par les personnes autorisées et expédier une copie à chaque destinataire énuméré au bas du formulaire.

L'utilisation des pages 2 et 3 est optionnelle. La deuxième page, qui n'affiche pas les codes d'information pour usage interne, est fournie pour les gestionnaires qui ne veulent pas que ces informations soient publiées. La page 3 peut servir à compléter les renseignements nécessaires pour bien décrire les services fournis.

Pour empêcher l'impression de la page 3 (si AUCUN renseignement additionnel n'est inscrit) et la page 4 (si le mode d'emploi sur papier N'EST PAS requis), lors de la sélection de la commande "Fichier/Imprimer", cochez la case "Pages remplies uniquement". Pour imprimer toutes les pages, décochez la case.

Les descriptions ou codes suivants doivent être inscrits dans les cases appropriées:

#### Options d'honoraires

- 1 - Prix fixe B10
- 2 - Honoraires fixes plus débours B11
- 3 - Honoraires à l'heure plus débours B12
- 4 - Projets mixtes B13

#### Programme des travaux

SVP vous référer à SAP pour les codes

#### Courriel de facturation

Maximum de 40 caractères

## Crupi, Kayla

---

**From:** Simonson, Lyle  
**Sent:** October 7, 2014 11:02 AM  
**To:** Michael, Connie  
**Subject:** Wildhorse trailers  
  
**Importance:** High

I talked to Fox RV. They are willing to let us keep the campers as long as we want so long as they can be winterized by the end of the week. That means no water usage. Would you like to discuss this with operations or should I give them a call?

Thanks,

Lyle Simonson  
Facility Officer  
Canada Border Services Agency/Agence des services frontaliers du Canada  
1871 Hamilton Street  
Regina, Saskatchewan  
S4P 3W5  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca)  
Tel: (306) 780-8372  
Fax: (306) 780-7750  
Teletypewriter: 1-866-335-3237


## Crupi, Kayla

---

**From:** Michael, Connie  
**Sent:** November 12, 2014 03:51 PM  
**To:** Patten, Brent  
**Cc:** PRA-CBSA-Region, Procurement  
**Subject:** Wildhorse Trailers

Hi Brent – Have we heard on the strategy of the trailer situation for Wildhorse. Procurement has been notified by PWGSC that there is a buyer and they are ready to post for the next phase. We need to cancel this procurement process if we are going with the dormitory style trailer.

Thanks,

*Connie Michael*, RPA, FMA, CMA   
Manager, Fixed Infrastructure  
Prairie Region | région des Prairies  
Corporate & Planning Services Division/Division des services corporatifs et des programmes

Canada Border Services Agency | Agence des services frontaliers du Canada  
Government of Canada | Gouvernement du Canada  
100 - 269 Main Street | 269 rue Main, salle 100  
Winnipeg MB R3C 1B3  
Tel/Tél: (204) 983-4622 | Fax / téléc: (204) 984-7561  
Cell: (204) 292-3876  
Email/Courriel: [connie.michael@cbsa-asfc.gc.ca](mailto:connie.michael@cbsa-asfc.gc.ca)

**Crupi, Kayla**

---

**From:** Simonson, Lyle  
**Sent:** November 7, 2016 03:47 PM  
**To:** Matthew Gillam (Matthew.Gillam@brookfieldgis.com)  
**Subject:** Wildhorse transfer switch

How well do you know transfer switches and related components?

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations  
Agence des services frontaliers du Canada  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237



## Crupi, Kayla

---

**From:** Forrester, Irena  
**Sent:** November 21, 2013 05:31 PM  
**To:** Michael, Connie  
**Cc:** PRA-CBSA-Region, Procurement  
**Subject:** Wildhorse Water Corrective Action - Requisition # 100318014  
**Attachments:** Wildhorse,Quote.pdf

Good Afternoon Connie,

On its' way to you by fax is the above noted requisition.

Please release, sign and give procurement the signed form.

Also attached is the quote from the vendor.

Procurement: Please provide me with a copy of the PO.

Thank you!

*Irena Forrester*

A/Environmental Co-Ordinator  
Facilities and Telecommunications Officer  
Canada Border Services Agency  
2588-27 Street NE  
Calgary, AB T1Y 7G1  
(403) 292-6688  
(403) 333-1963 – Cell  
(403) 292-6699 - Fax

## Crupi, Kayla

---

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** January 29, 2015 10:33 AM  
**To:** Michael, Connie; Dennis Grossman; Jacobs, Sheldon: PWGSC / TPSGC; Simonson, Lyle  
**Subject:** Wildhorse water issues

Good morning, I made a few calls yesterday and was able to talk to the port director at Wildhorse. He informed me that their well is shallow and pumps into a cistern, then goes through their water treatment system (which is similar to ours, media filters and UV light). He said that the water is alkaline but does not have coli forms <sp> when tested.

I also called Paul Shaufley the water well driller from Bow Island.

He is very familiar with our water and wells out there. He is the one that decommissioned the three wells, and I believe he camera'd it in 2009 and recommended to have the well acidized and brushed to clean the casing. His wife said that they work with Lyle Stenger and he installed their water treatment system in their home. She says he is very knowledgeable and gave him a 5 star rating.

I have another US contact number that I was not able to get a hold of yesterday but I will try again today.

Charlie Vegter  
Building Operator Maintainer  
Carway Border Facility  
P.O. Box 2755 Cardston AB.  
T0K 0K0  
Phone: 403-653-1038  
Fax: 403-653-4317  
Cell: 403-634-9393  
Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)



Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

Canada

## Crupi, Kayla

---

**From:** Charlie Vegter <Charlie.Vegter@pwgsc-tpsgc.gc.ca>  
**Sent:** February 2, 2015 02:29 PM  
**To:** Michael, Connie; Dennis Grossman; Jacobs, Sheldon: PWGSC / TPSGC; Simonson, Lyle  
**Subject:** Wildhorse Well

Good day, talked to Paul from BCEC drilling late Friday afternoon and also talked to Lyle Stenger this morning. We discussed possibilities for the well situation. General consensus is a new well or possibly utilize the US well. If you do what Del Bonita did then you should not have to get any private land owner involved. The border has what's referred to as no-man's land and there is an easement for so many feet either side of the actual border line. The well could be drilled there?

- Relocate the well to the east 100 or more yards of the existing one, on the border line. Approx. \$20,000.00 for the well only.
- Utilize the US's well and pump into our own cistern.

Charlie Vegter  
Building Operator Maintainer  
Carway Border Facility  
P.O. Box 2755 Cardston AB.  
T0K 0K0  
Phone: 403-653-1038  
Fax: 403-653-4317  
Cell: 403-634-9393  
Email: [charlie.vegter@pwgsc-tpsgc.gc.ca](mailto:charlie.vegter@pwgsc-tpsgc.gc.ca)



Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

Canada

**Crupi, Kayla**

---

**From:** Simonson, Lyle  
**Sent:** May 20, 2015 10:03 AM  
**To:** Michael, Connie  
**Subject:** Wildhorse well

Where are we at with funding on this project?

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations  
Agence des services frontaliers du Canada  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237

**Crupi, Kayla**

---

**From:** Forrester, Irena  
**Sent:** October 7, 2013 01:57 PM  
**To:** Gray, Barbara  
**Cc:** Michael, Connie  
**Subject:** Wildhorse Well De-commissioning

Good Afternoon Barb,

As of last Friday I only received one quote to decommission the three wells at Wildhorse.

This will include before and after test sampling of the well currently being used as one well to be de commissioned is right beside it and this will ensure the process does not contaminate our well.

The total for all the work 6,757.00 + GST.

If this is acceptable, please approve and provide coding to jv costs to HQ and I will arrange for the work to be done right away.

Should you have any questions, please feel free to contact me.

*Irena Forrester*

A/Environmental Co-Ordinator  
Facilities and Telecommunications Officer  
Canada Border Services Agency  
2588-27 Street NE  
Calgary, AB T1Y 7G1  
(403) 292-6688  
(403) 333-1963 – Cell  
(403) 292-6699 - Fax

**Crupi, Kayla**

---

**From:** Forrester, Irena  
**Sent:** September 26, 2013 01:21 PM  
**To:** Michael, Connie; Gray, Barbara  
**Subject:** Wildhorse Well De-commissioning

Good Afternoon,

Further to the water issues in Wildhorse, I started the process of getting 3 quotes to decommission the 3 wells that were noted in the site specific report.

Part of my recommendations for providing the quote was to complete a site visit.

On Tuesday one company, BCEC attended site to review so that they could provide a quote by the submission date of October 4, 2013. However they indicated that in order to provide a proper quote, some preliminary work would need to be done.

I have attached the Estimate for this preliminary work for your reference that details what they need to do in advance. (Look down below as they had to send a picture of the document).

At this time no other company has requested a site visit or has provided me with any requests.

Upon reading the document and if you are in agreement please provide the approval for BCEC to do the second invasive site visit.

Thank you!

*Irena Forrester*

A/Environmental Co-Ordinator  
Facilities and Telecommunications Officer  
Canada Border Services Agency  
2588-27 Street NE  
Calgary, AB T1Y 7G1  
(403) 292-6688  
(403) 333-1963 – Cell

# Estimate

Date	Estimate #
9/24/2013	177

--	--

**Crupi, Kayla**

---

**From:** Forrester, Irena  
**Sent:** October 28, 2013 10:13 AM  
**To:** Gray, Barbara  
**Cc:** Michael, Connie  
**Subject:** Wildhorse Well Decommissioning  
**Attachments:** Exova Report - 966544 - CBSA -; Exova Report - 966086 - Wildhorse POE -

Good Morning Barb,

As part of well decommissioning at Wildhorse I had placed in my SOW the requirement to do water testing on the current working well as one of the wells to be decommissioned was within the 30 m of an active well.

I have attached the emails with the Test results for your reference.

Thank you!

*Irena Forrester*

A/Environmental Co-Ordinator  
Facilities and Telecommunications Officer  
Canada Border Services Agency  
2588-27 Street NE  
Calgary, AB T1Y 7G1  
(403) 292-6688  
(403) 333-1963 – Cell  
(403) 292-6699 - Fax



**Crupi, Kayla**

---

**From:** Calgary@exova.com  
**Sent:** October 25, 2013 07:43 PM  
**To:** Forrester, Irena  
**Cc:** Calgary@exova.com  
**Subject:** Exova Report - 966544 - CBSA -  
**Attachments:** COC - Lot 966544.pdf; Report 1868022 rev 001.pdf

Attached File: Report 1868022 rev 001.pdf  
Exova Report - 966544 - CBSA -

Attached File: COC - Lot 966544.pdf  
Exova Report - 966544 - CBSA -

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---

# EXOVA

www.exova.com

Testing  
Advising  
Assuring

## Project Information

Project ID: WILD HORSE DOE AGT  
Project Name: CBSA  
Project Location: WILD HORSE  
Legal Location: \_\_\_\_\_  
PO/AFE#: \_\_\_\_\_  
Proj. Acct. Code: \_\_\_\_\_

## Billing Information

Company: BCEC Drilling Ltd.  
Address: Box 842  
Box ISLANS ALTA  
Attention: PAUL TOKOYO  
Phone: 403-545-2392  
Cell: \_\_\_\_\_  
Fax: 403-545-6526  
E-mail: pbjs@agt.nd.  
Agreement ID: \_\_\_\_\_  
Copy of report: \_\_\_\_\_

## Copy of Report To:

Company: CBSA  
Address: 2588 - 27 St NE  
Calgary AB T1Y 7G1  
Attention: Irena Forrester  
Phone: 403-333-1963  
Cell: \_\_\_\_\_  
Fax: 403-292-6699  
E-mail: Irena.Forrester@  
chsa-2588.gc.ca  
Copy of invoice: \_\_\_\_\_

## RUSH Priority

Upon filling out this section, client accepts that surcharges will be applied to the analysis

Date Required

As Indicated

All Analysis

When "ASAP" is requested, turn around will default to a 100% RUSH priority, with pricing and turn around time to match. Please contact the lab prior to submitting RUSH samples.

Signature

Sample Custody (please print)

Sampled by: BETTY SCHAUFEL

Company: BCEC Drilling Ltd.

I authorize Exova to proceed with the work indicated on this form:

Date: 08/21/13 Initial: P.S.

This section for Lab use only

Date/Time stamp:

OCT 22 AM 8:1

Special Instructions/Comments (please include contact information including ph. # if different from above).

Att. Angela.

Include Regulatory Requirements Below:

Number of Containers

Sample Identification	Location	Depth IN CM M	Date/Time sampled	Matrix	Sampling Method	↓	Enter tests above (√ relevant samples below)	Indicate below any deficiencies in the condition of samples:
1 <u>WILD HORSE DOE</u>			<u>1:00 PM</u>			1		Were Exova supplies used?
2 <u>WILD HORSE DOE</u>			<u>1:00 PM</u>					Was there any damage to the shipping container?
3								Were the containers packaged well?
4								Were any extra samples received (document below)?
5								Are samples within recommended holding times/temp?
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								

## Environmental Sample Information Sheet

Note: Proper completion of this form is required in order to proceed with analysis

Please indicate any potentially hazardous samples

Page of

Control # B11812

Indicate lot number or affix lot label here:

LOT: 966544

COC



Shipping:

COD Y/N

Cooler temp:

3.8

# and size of coolers received:

Delivery Method:

Waybill:

Received by:

ED 120-00

Exova  
Bay #5, 2712-37 Avenue N.E.  
Calgary, Alberta  
T1Y-5L3, Canada

T: +1 (403) 291-2022  
F: +1 (403) 291-2021  
E: [Calgary@exova.com](mailto:Calgary@exova.com)  
W: [www.exova.com](http://www.exova.com)



## Report Transmission Cover Page

Bill To:	BCEC Drilling Ltd.	Project:		Lot ID:	<b>966544</b>
Report To:	BCEC Drilling Ltd.	ID:	Wildhorse POE	Control Number:	B11812
	Box 842	Name:	CBSA	Date Received:	Oct 22, 2013
	Bow Island, AB, Canada	Location:	Wild Horse	Date Reported:	Oct 25, 2013
	T0K 0G0	LSD:		Report Number:	1868022
Attn:	Paul Schaufele	P.O.:			
Sampled By:	Betty Schaufele	Acct code:			
Company:	BCEC Drilling				

Contact & Affiliation	Address	Delivery Commitments
Irena Forrester Canada Border Services	2588 - 27 St. NE Calgary, Alberta T1Y 7G1 Phone: (403) 292-6688 Fax: (403) 292-6699 Email: <a href="mailto:irena.forrester@cbsa-asfc.gc.ca">irena.forrester@cbsa-asfc.gc.ca</a>	On [Report Approval] send (Test Report, COC) by Email - Multiple Reports
Paul Schaufele BCEC Drilling Ltd.	, Box 842 Bow Island, Alberta T0K 0G0 Phone: (403) 545-2392 Fax: (403) 545-6526 Email: <a href="mailto:bcecdrilling@telus.net">bcecdrilling@telus.net</a>	On [Report Approval] send (COC, Test Report) by Email - Multiple Reports On [Report Approval] send (COC, Test Report) by Automated Fax On [Lot Approval and Final Test Report Approval] send (Invoice) by Email - Multiple Reports

### Notes To Clients:

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If the reader is not the intended recipient, you are hereby notified that any use, dissemination, distribution or copy of this transmission is strictly prohibited.  
If you receive this transmission by error, or if this transmission is not satisfactory, please notify us by telephone.

## Sample Custody

Bill To:	BCEC Drilling Ltd.	Project:		Lot ID:	<b>966544</b>
Report To:	BCEC Drilling Ltd.	ID:	Wildhorse POE	Control Number:	B11812
	Box 842	Name:	CBSA	Date Received:	Oct 22, 2013
	Bow Island, AB, Canada	Location:	Wild Horse	Date Reported:	Oct 25, 2013
	T0K 0G0	LSD:		Report Number:	1868022
Attn:	Paul Schaufele	P.O.:			
Sampled By:	Betty Schaufele	Acct code:			
Company:	BCEC Drilling				

## Sample Disposal Date: November 24, 2013

All samples will be stored until this date unless other instructions are received. Please indicate other requirements below and return this form to the address or fax number on the top of this page.

☐ Extend Sample Storage Until \_\_\_\_\_ (MM/DD/YY)

The following charges apply to extended sample storage:

Storage for an additional 30 days	\$	per sample
Storage for an additional 60 days	\$	per sample
Storage for an additional 90 days	\$	per sample

☐ Return Sample, collect, to the address below via:

☐ Greyhound

☐ DHL

☐ Purolator

☐ Other (specify) \_\_\_\_\_

Name \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

Signature \_\_\_\_\_




## Analytical Report

Bill To: BCEC Drilling Ltd.	Project:	Lot ID: <b>966544</b>
Report To: BCEC Drilling Ltd.	ID: Wildhorse POE	Control Number: B11812
Box 842	Name: CBSA	Date Received: Oct 22, 2013
Bow Island, AB, Canada	Location: Wild Horse	Date Reported: Oct 25, 2013
T0K 0G0	LSD:	Report Number: 1868022
Attn: Paul Schaufele	P.O.:	
Sampled By: Betty Schaufele	Acct code:	
Company: BCEC Drilling		

Reference Number 966544-1  
 Sample Date  
 Sample Time  
 Sample Location  
 Sample Description Wildhorse POE / 3.8C  
 Sample Matrix Water

Analyte		Units	Result	Nominal Detection Limit	Guideline Limit	Guideline Comments
Microbiological Analysis						
Total Coliforms	Membrane Filtration	CFU/100 mL	<1	1	0	Below MAC
Escherichia coli	Membrane Filtration	CFU/100 mL	<1	1	0	Below MAC
Physical and Aggregate Properties						
Colour	Apparent, Potable	Colour units	20	5	15	Above AO
Turbidity		NTU	2.0	0.1	0.1	Above OG
Routine Water						
pH			8.48		6.5 - 8.5	Within AO
Temperature of observed		°C	23.6			
pH						
Electrical Conductivity		µS/cm at 25 C	4750	1		
Calcium	Extractable	mg/L	19.1	0.2		
Magnesium	Extractable	mg/L	3.6	0.2		
Sodium	Extractable	mg/L	1070	0.4	200	Above AO
Potassium	Extractable	mg/L	3.5	0.4		
Iron	Extractable	mg/L	0.55	0.01	0.3	Above AO
Manganese	Extractable	mg/L	0.034	0.005	0.05	Below AO
Chloride	Dissolved	mg/L	53.9	0.4	250	Below AO
Fluoride		mg/L	1.5	0.05	1.5	Below MAC
Nitrate - N		mg/L	<0.05	0.01	10	Below MAC
Nitrite - N		mg/L	<0.02	0.005	1	Below MAC
Nitrate and Nitrite - N		mg/L	<0.07	0.01	10	Below MAC
Sulfate (SO4)		mg/L	1950	0.9	500	Above AO
Hydroxide		mg/L	<5	5		
Carbonate		mg/L	10	6		
Bicarbonate		mg/L	309	5		
P-Alkalinity	as CaCO3	mg/L	8	5		
T-Alkalinity	as CaCO3	mg/L	269	5		
Total Dissolved Solids		mg/L	3260	1		
Hardness	as CaCO3	mg/L	62			
Ionic Balance		%	100			

Approved by:   
 Michael Yohemas, BSc  
 Laboratory Operations Manager

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## Methodology and Notes

Bill To: BCEC Drilling Ltd.	Project:	Lot ID: <b>966544</b>
Report To: BCEC Drilling Ltd.	ID: Wildhorse POE	Control Number: B11812
Box 842	Name: CBSA	Date Received: Oct 22, 2013
Bow Island, AB, Canada	Location: Wild Horse	Date Reported: Oct 25, 2013
T0K 0G0	LSD:	Report Number: 1868022
Attn: Paul Schaufele	P.O.:	
Sampled By: Betty Schaufele	Acct code:	
Company: BCEC Drilling		

## Method of Analysis

Method Name	Reference	Method	Date Analysis Started	Location
Alkalinity, pH, and EC in water	APHA	* Alkalinity - Titration Method, 2320 B	23-Oct-13	Exova Edmonton
Alkalinity, pH, and EC in water	APHA	* Conductivity, 2510 B	23-Oct-13	Exova Edmonton
Alkalinity, pH, and EC in water	APHA	* pH - Electrometric Method, 4500-H+ B	23-Oct-13	Exova Edmonton
Anions (Routine) by Ion Chromatography	APHA	* Ion Chromatography with Chemical Suppression of Eluent Cond., 4110 B	23-Oct-13	Exova Edmonton
Approval-Edmonton	APHA	Checking Correctness of Analyses, 1030 E	23-Oct-13	Exova Edmonton
Chloride in Water	APHA	* Automated Ferricyanide Method, 4500-Cl- E	23-Oct-13	Exova Edmonton
Coliforms - Membrane Filtration	APHA	E. Coli - MF Partition Procedures, 9222 G	22-Oct-13	Exova Calgary
Coliforms - Membrane Filtration	APHA	Standard Total Coliform Membrane Filter Procedure, 9222 B	22-Oct-13	Exova Calgary
Colour (Apparent) in water	APHA	* Visual Comparison Method, 2120 B	23-Oct-13	Exova Edmonton
Metals Trace (Extractable) in water	APHA	Hardness by Calculation, 2340 B	24-Oct-13	Exova Edmonton
Metals Trace (Extractable) in water	APHA	* Inductively Coupled Plasma (ICP) Method, 3120 B	24-Oct-13	Exova Edmonton
Turbidity in Water	APHA	* Turbidity - Nephelometric Method, 2130 B	24-Oct-13	Exova Edmonton

\* Reference Method Modified

## References

APHA Standard Methods for the Examination of Water and Wastewater

## Guidelines

Guideline Description Health Canada GCDWQ  
 Guideline Source Guidelines for Canadian Drinking Water Quality, Health Canada, August 2012  
 Guideline Comments MAC = Maximum Acceptable Concentration  
 AO = Aesthetic Objective  
 OG = Operational Guideline for Water Treatment Plants  
 Refer to Health Canada GCDWQ for complete guidelines and additional drinking water information at [www.hc-sc.gc.ca](http://www.hc-sc.gc.ca)

## Comments:

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Page 3 of 3



## Methodology and Notes

Bill To:	BCEC Drilling Ltd.	Project:		Lot ID:	<b>966544</b>
Report To:	BCEC Drilling Ltd.	ID:	Wildhorse POE	Control Number:	B11812
	Box 842	Name:	CBSA	Date Received:	Oct 22, 2013
	Bow Island, AB, Canada	Location:	Wild Horse	Date Reported:	Oct 25, 2013
	T0K 0G0	LSD:		Report Number:	1868022
Attn:	Paul Schaufele	P.O.:			
Sampled By:	Betty Schaufele	Acct code:			
Company:	BCEC Drilling				

---

The comparison of test results to guideline limits is provided for information purposes only. This is not to be taken as a statement of conformance / nonconformance to any guideline, regulation or limit. The data user is responsible for all conclusions drawn with respect to the data and is advised to consult official regulatory references when evaluating compliance.

Please direct any inquiries regarding this report to our Client Services group.

Results relate only to samples as submitted.

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**Crupi, Kayla**

---

**From:** Calgary@exova.com  
**Sent:** October 24, 2013 07:31 PM  
**To:** Forrester, Irena  
**Cc:** Calgary@exova.com  
**Subject:** Exova Report - 966086 - Wildhorse POE -  
**Attachments:** Report 1867315 rev 001.pdf

Attached File: Report 1867315 rev 001.pdf  
Exova Report - 966086 - Wildhorse POE -

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## Report Transmission Cover Page

Bill To:	BCEC Drilling Ltd.	Project:		Lot ID:	<b>966086</b>
Report To:	BCEC Drilling Ltd.	ID:	Wildhorse #1	Control Number:	B11552
	Box 842	Name:	Wildhorse POE	Date Received:	Oct 19, 2013
	Bow Island, AB, Canada	Location:		Date Reported:	Oct 24, 2013
	T0K 0G0	LSD:		Report Number:	1867315
Attn:	Paul Schaufele	P.O.:			
Sampled By:	Betty Schaufele	Acct code:			
Company:	BCEC Drilling				

Contact & Affiliation	Address	Delivery Commitments
Irena Forrester Canada Border Services	2588 - 27 St. NE Calgary, Alberta T1Y 7G1 Phone: (403) 292-6688 Fax: (403) 292-6699 Email: <a href="mailto:irena.forrester@cbsa-asfc.gc.ca">irena.forrester@cbsa-asfc.gc.ca</a>	On [Report Approval] send (Test Report) by Email - Single Report
Paul Schaufele BCEC Drilling Ltd.	, Box 842 Bow Island, Alberta T0K 0G0 Phone: (403) 545-2392 Fax: (403) 545-6526 Email: <a href="mailto:bcecdrilling@telus.net">bcecdrilling@telus.net</a>	On [Report Approval] send (COC, Test Report) by Email - Multiple Reports On [Report Approval] send (COC, Test Report) by Automated Fax On [Lot Approval and Final Test Report Approval] send (Invoice) by Email - Multiple Reports

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W: [www.exova.com](http://www.exova.com)



## Sample Custody

Bill To:	BCEC Drilling Ltd.	Project:		Lot ID:	<b>966086</b>
Report To:	BCEC Drilling Ltd.	ID:	Wildhorse #1	Control Number:	B11552
	Box 842	Name:	Wildhorse POE	Date Received:	Oct 19, 2013
	Bow Island, AB, Canada	Location:		Date Reported:	Oct 24, 2013
	T0K 0G0	LSD:		Report Number:	1867315
Attn:	Paul Schaufele	P.O.:			
Sampled By:	Betty Schaufele	Acct code:			
Company:	BCEC Drilling				

---

## Sample Disposal Date: November 23, 2013

All samples will be stored until this date unless other instructions are received. Please indicate other requirements below and return this form to the address or fax number on the top of this page.

☐ Extend Sample Storage Until \_\_\_\_\_ (MM/DD/YY)

The following charges apply to extended sample storage:

Storage for an additional 30 days	per sample
Storage for an additional 60 days	per sample
Storage for an additional 90 days	per sample

☐ Return Sample, collect, to the address below via:

☐ Greyhound

☐ DHL

☐ Purolator

☐ Other (specify) \_\_\_\_\_

Name \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

Signature \_\_\_\_\_



## Analytical Report

Bill To: BCEC Drilling Ltd.	Project:	Lot ID: <b>966086</b>
Report To: BCEC Drilling Ltd.	ID: Wildhorse #1	Control Number: B11552
Box 842	Name: Wildhorse POE	Date Received: Oct 19, 2013
Bow Island, AB, Canada	Location:	Date Reported: Oct 24, 2013
T0K 0G0	LSD:	Report Number: 1867315
Attn: Paul Schaufele	P.O.:	
Sampled By: Betty Schaufele	Acct code:	
Company: BCEC Drilling		

Reference Number 966086-1  
 Sample Date Oct 17, 2013  
 Sample Time 16:30  
 Sample Location  
 Sample Description Wildhorse / 7.5C  
 Matrix Water

Analyte	Units	Results	Results	Results	Nominal Detection Limit
<b>Microbiological Analysis</b>					
Total Coliforms	Membrane Filtration	CFU/100 mL	<1		1
Escherichia coli	Membrane Filtration	CFU/100 mL	<1		1
<b>Physical and Aggregate Properties</b>					
Colour	Apparent, Potable	Colour units	18		5
Turbidity		NTU	1.9		0.1
<b>Routine Water</b>					
pH			8.39		
Temperature of observed		°C	19.6		
pH					
Electrical Conductivity		µS/cm at 25 C	4690		1
Calcium	Extractable	mg/L	21		0.2
Magnesium	Extractable	mg/L	4		0.2
Sodium	Extractable	mg/L	1140		0.4
Potassium	Extractable	mg/L	4		0.4
Iron	Extractable	mg/L	0.42		0.01
Manganese	Extractable	mg/L	0.04		0.005
Chloride	Dissolved	mg/L	57.0		0.4
Fluoride		mg/L	1.4		0.05
Nitrate - N		mg/L	<0.05		0.01
Nitrite - N		mg/L	<0.02		0.005
Nitrate and Nitrite - N		mg/L	<0.07		0.01
Sulfate (SO4)		mg/L	2060		0.9
Hydroxide		mg/L	<5		5
Carbonate		mg/L	6		6
Bicarbonate		mg/L	311		5
P-Alkalinity	as CaCO3	mg/L	5		5
T-Alkalinity	as CaCO3	mg/L	265		5
Total Dissolved Solids		mg/L	3440		1
Hardness	as CaCO3	mg/L	70		
Ionic Balance		%	102		

Approved by:

David Kapiczowski  
 Senior Account Manager

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## Methodology and Notes

Bill To: BCEC Drilling Ltd.	Project:	Lot ID: <b>966086</b>
Report To: BCEC Drilling Ltd.	ID: Wildhorse #1	Control Number: B11552
Box 842	Name: Wildhorse POE	Date Received: Oct 19, 2013
Bow Island, AB, Canada	Location:	Date Reported: Oct 24, 2013
T0K 0G0	LSD:	Report Number: 1867315
Attn: Paul Schaufele	P.O.:	
Sampled By: Betty Schaufele	Acct code:	
Company: BCEC Drilling		

## Method of Analysis

Method Name	Reference	Method	Date Analysis Started	Location
Alkalinity, pH, and EC in water	APHA	* Alkalinity - Titration Method, 2320 B	22-Oct-13	Exova Edmonton
Alkalinity, pH, and EC in water	APHA	* Conductivity, 2510 B	22-Oct-13	Exova Edmonton
Alkalinity, pH, and EC in water	APHA	* pH - Electrometric Method, 4500-H+ B	22-Oct-13	Exova Edmonton
Anions (Routine) by Ion Chromatography	APHA	* Ion Chromatography with Chemical Suppression of Eluent Cond., 4110 B	22-Oct-13	Exova Edmonton
Approval-Edmonton	APHA	Checking Correctness of Analyses, 1030 E	22-Oct-13	Exova Edmonton
Chloride in Water	APHA	* Automated Ferricyanide Method, 4500-Cl- E	22-Oct-13	Exova Edmonton
Coliforms - Membrane Filtration	APHA	E. Coli - MF Partition Procedures, 9222 G	19-Oct-13	Exova Calgary
Coliforms - Membrane Filtration	APHA	Standard Total Coliform Membrane Filter Procedure, 9222 B	19-Oct-13	Exova Calgary
Colour (Apparent) in water	APHA	* Visual Comparison Method, 2120 B	23-Oct-13	Exova Edmonton
Metals Trace (Extractable) in water	APHA	Hardness by Calculation, 2340 B	22-Oct-13	Exova Edmonton
Metals Trace (Extractable) in water	APHA	* Inductively Coupled Plasma (ICP) Method, 3120 B	22-Oct-13	Exova Edmonton
Turbidity in Water	APHA	* Turbidity - Nephelometric Method, 2130 B	22-Oct-13	Exova Edmonton

\* Reference Method Modified

## References

APHA Standard Methods for the Examination of Water and Wastewater

## Comments:

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Page 3 of 3



## Methodology and Notes

Bill To:	BCEC Drilling Ltd.	Project:		Lot ID:	<b>966086</b>
Report To:	BCEC Drilling Ltd.	ID:	Wildhorse #1	Control Number:	B11552
	Box 842	Name:	Wildhorse POE	Date Received:	Oct 19, 2013
	Bow Island, AB, Canada	Location:		Date Reported:	Oct 24, 2013
	T0K 0G0	LSD:		Report Number:	1867315
Attn:	Paul Schaufele	P.O.:			
Sampled By:	Betty Schaufele	Acct code:			
Company:	BCEC Drilling				

---

Please direct any inquiries regarding this report to our Client Services group.

Results relate only to samples as submitted.

The test report shall not be reproduced except in full, without the written approval of the laboratory.

# Water Well Drilling Report

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GIC Well I.D.

GoA Well Tag No.

Date Report Received

## 1 Well Identification and Location

Owner Name: <u>CRSA</u>		Address: <u>2588 - 27 St. NE</u>		Town: <u>Calgary, AB</u>		Postal Code: <u>T2C 1G1</u>	
Location 1/4 or LSD:	SEC:	TWP:	RGE:	W of MER:	Lot:	Block:	Plan:
	<u>4</u>	<u>1</u>	<u>2</u>	<u>4</u>			
Measured from Boundary of: <input type="checkbox"/> Quarter <input type="checkbox"/> Lot				GPS Coordinates in Decimal Degrees (NAD 83)			
Latitude: <u>48.99964</u>		Longitude: <u>110.2177</u>		Elevation: <u>452 m</u>			
m/ft from <input type="checkbox"/> N <input type="checkbox"/> S		m/ft from <input type="checkbox"/> E <input type="checkbox"/> W		<input type="checkbox"/> Hand Held Auto 20-30m		<input type="checkbox"/> Diff. Corr. Hand Held 5-10m <input type="checkbox"/> Surveyed GPS <1m	

## 2 Drilling Information

Method of Drilling:	Type of Work:	Proposed Well Use:
<input type="checkbox"/> Auger <input type="checkbox"/> Backhoe/Dug <input type="checkbox"/> Boring <input type="checkbox"/> Cable Tool <input type="checkbox"/> Rotary (air) <input type="checkbox"/> Rotary (mud)	<input type="checkbox"/> New Well (Producing) <input type="checkbox"/> Test Hole or <input type="checkbox"/> New Well (Dry) Plugged: <u>13 10 17</u> Plugged with: <input type="checkbox"/> Bentonite Slurry <input type="checkbox"/> Bentonite Chips <input type="checkbox"/> Cement <input type="checkbox"/> Other (Specify): Amount Used: <u>40 bags + 8 bags of chips</u> <input type="checkbox"/> Deepened Well <input type="checkbox"/> Reconstructed Well	<input type="checkbox"/> Household (up to 1250 m <sup>3</sup> /yr with residence on property) <input type="checkbox"/> Other (Specify): <u>Decommissioned</u> (Note: All wells, except household wells, must be licensed by Alberta Environment to divert and use groundwater)

## 3 Formation Log

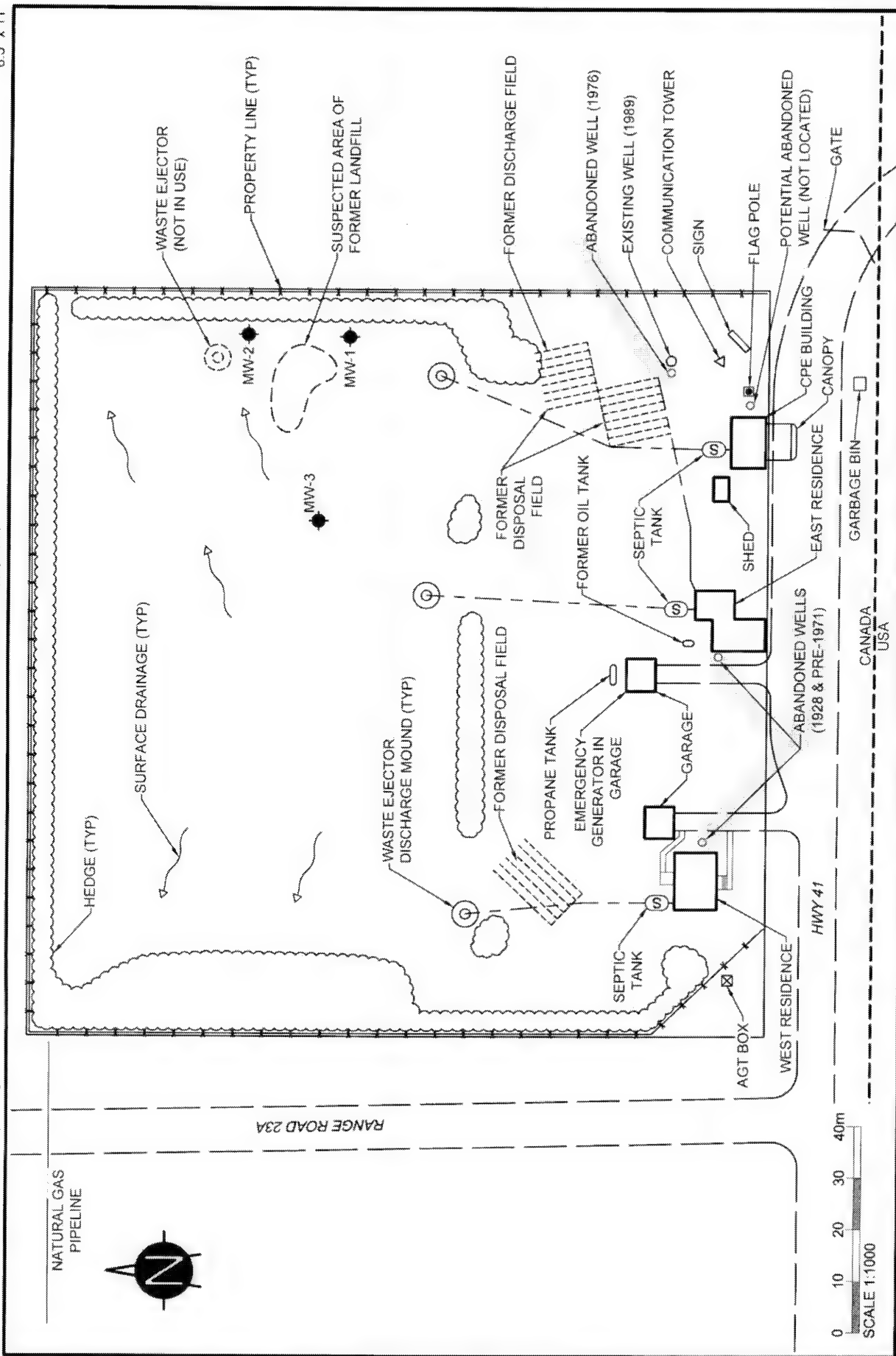
Depth from ground level	Indicate if Water Bearing	Lithology Description
		<u>268 ft to top of casing in pit</u>
		<u>pit 6' to ground level</u>
		<u>pit size - 42" x 42" x 64" to inside of cement</u>
		<u>6' Steel casing</u>
		<u>250 well - 5' dia</u>
		<u>filled pit with 2.5 tonnes of reject sand</u>

## 4 Well Completion

Total Depth Drilled:	Finished Well Depth:	Start Date:	End Date:
Borehole:			
Diameter:	From:	To:	
Diameter:	From:	To:	
Surface Casing: (if applicable)		Well Casing/Liner:	
<input type="checkbox"/> Steel <input type="checkbox"/> Galvanized Steel <input type="checkbox"/> PVC <input type="checkbox"/> Fiberglass <input type="checkbox"/> Cement <input type="checkbox"/> Other		<input type="checkbox"/> Steel <input type="checkbox"/> Galvanized Steel <input type="checkbox"/> PVC <input type="checkbox"/> Fiberglass <input type="checkbox"/> Other:	
Size OD:		Wall Thickness:	
Top at:		Bottom at:	
Perforations:		From: To:	
From: To:		Size: X	
Perforated by: <input type="checkbox"/> Machine <input type="checkbox"/> Saw <input type="checkbox"/> Drill		<input type="checkbox"/> Other:	
Annular Seal: <input type="checkbox"/> Bentonite Slurry <input type="checkbox"/> Bentonite Chips <input type="checkbox"/> Cement			
Placed From: To:			
Amount:			
<input type="checkbox"/> Drive Shoe, at: <input type="checkbox"/> Welded Ring, at:			
<input type="checkbox"/> Shale Trap, at: <input type="checkbox"/> Other, at:			
Screen Type: <input type="checkbox"/> Stainless Steel <input type="checkbox"/> PVC			
Size OD:			
Interval From: To:		Slot Size:	
Interval From: To:		Slot Size:	
<input type="checkbox"/> Telescoped <input type="checkbox"/> Attached to Casing			
Top Fittings: <input type="checkbox"/> Packer <input type="checkbox"/> Coupler Bottom Fittings: <input type="checkbox"/> Wash-down <input type="checkbox"/> Bail <input type="checkbox"/> Plug			
Pack:			
<input type="checkbox"/> Artificial/Mechanical <input type="checkbox"/> Natural Grain Size: Amount:			

## 5 Yield Test

Test Date:	Start Time:	Distance From Top of Casing to Ground Level:	Static Water Level:	Measurements in: <input type="checkbox"/> Metric <input type="checkbox"/> Imperial	Taken From: <input type="checkbox"/> Top of Casing <input type="checkbox"/> Ground Level
	am/pm	m/ft	m/ft		
<input type="checkbox"/> Artesian Flow		<input type="checkbox"/> Yes, flow control installed		Describe:	
Rate: L/min or igpm					
Method of Water Removal:		<input type="checkbox"/> Bailer <input type="checkbox"/> Air <input type="checkbox"/> Pump Pumping Rate: L/min / igpm Water Removal Rate: L/min / igpm Depth Pumped From: m/ft Depth Bailed From: m/ft Depth Air Tested From: m/ft			
If water removal period was <2 hours, explain why:					
Recommended Pump Rate: L/min or igpm		Pump installed <input type="checkbox"/> Yes		Depth:	
Recommended Pump Intake Depth (From TOC): m/ft		Type:		Model: H.P.:	
Did you Encounter: <input type="checkbox"/> Saline Water (>4000 ppm TDS) Depth: m/ft		<input type="checkbox"/> Well Disinfected Upon Completion			
<input type="checkbox"/> Gas Depth: m/ft		Geophysical Log Taken:			
Remedial Action Taken:		<input type="checkbox"/> Electric <input type="checkbox"/> Gamma			
Additional Comments on Well:		<input type="checkbox"/> Other (Specify):			
		Sample Collected for Potability:			
		<input type="checkbox"/> Yes ( <input type="checkbox"/> Result Attached)			
		<input type="checkbox"/> No			
6 Water Diverted for Drilling					
Water Source:	Amount Taken:	Diversion Date:	Time:	am/pm	
7 Contractor Certification					
<input type="checkbox"/> Copy of Drilling Report Given to Owner					
Name of Journeyman responsible for drilling/construction of well:			Certification No:		
<u>PAUL SCHAUFELE</u>			<u>706024</u>		
Company Name:					
<u>BORG Drilling Ltd.</u>					
<input type="checkbox"/> I certify that this well was constructed in accordance with the Water (Ministerial) Regulation of the Water Act. All information in this record is true and describes the works and hydrogeologic conditions at the time of well completion only.					
Approval Holder Signature:			Date: <u>08/21/2023</u>		



EGE

Public Works & Government Services Canada

Canada Border Services Agency

Wild Horse Border Crossing Facility, Alberta

Site-Specific Potable Water Risk Assessment

Site Plan

Figure 03

**Crupi, Kayla**

---

**From:** Simonson, Lyle  
**Sent:** August 27, 2015 05:17 PM  
**To:** Michael, Connie  
**Subject:** Wildhorse well

Still no response from Brookfield on if they can drill the well this year. Not sure if you want to escalate this?

Thanks,

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations  
Agence des services frontaliers du Canada  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237



## Crupi, Kayla

---

**From:** Anderson, Darryl  
**Sent:** September 12, 2014 01:43 PM  
**To:** Simonson, Lyle; Vegter, Charlie: PWGSC / TPSGC  
**Cc:** Michael, Connie; Dyck, Ronald  
**Subject:** Wildhorse

Hi all,

Have a new issue at Wildhorse. Apparently I need to get the holding tanks drained on these trailers. They are full. My truck does not have a hitch and I am on the road with recruiting. Need to get them to a sani dump.

Any thoughts on that one?

As well as I guess they are not that warm with the weather we have had, as we have had the snow this week. Do we have an update on when we may see alternative accommodations?

They are also getting low on propane to run the furnaces.

Thanks for your input. Darryl

---

Sent from my BlackBerry handheld.  
Envoyé à partir de mon BlackBerry.

## Crupi, Kayla

---

**From:** ABRAHAM, GILLES  
**Sent:** May 16, 2016 04:58 PM  
**To:** Manaigre, Sharon; 'Candice Oremba'  
**Subject:** Wildhorse POE Asbestos Removal - FC 248241

Approved

Thanks,  
Gilles Abraham

A/Manager of Infrastructure, Corporate and Program Services Division, Prairie Region  
Canada Border Services Agency / Government of Canada  
[Gilles.Abraham@cbsa-asfc.gc.ca](mailto:Gilles.Abraham@cbsa-asfc.gc.ca) / Tel: 204-983-4403 / TTY: 866-335-3237

Gestionnaire intérimaire de l'infrastructure, Division des services intégrés et des programmes, Région des prairies  
Agence des services frontaliers du Canada / Gouvernement du Canada  
[Gilles.Abraham@cbsa-asfc.gc.ca](mailto:Gilles.Abraham@cbsa-asfc.gc.ca) / Tél: 204-983-4403 / ATS: 866-335-3237

---

**From:** Manaigre, Sharon  
**Sent:** May 16, 2016 3:43 PM  
**To:** 'Candice Oremba'  
**Cc:** ABRAHAM, GILLES  
**Subject:** Update on Wildhorse POE Asbestos Removal

Hi Candace,

Please see attached signed SSA. (Sec 3, 4, and 5 completed). Please also note I amended the project #.

My apologies for the delay in getting this to you.

Sharon Manaigre  
A/Facilities/Telecommunication Officer  
Canada Border Services Agency/Government of Canada  
[Sharon.manaigre@cbsa-asfc.gc.ca](mailto:Sharon.manaigre@cbsa-asfc.gc.ca) / Tel: 204-983-1902 / : 866-335-3237

Sharon Manaigre  
Agent des installations/télécommunications  
Agence des services frontaliers du Canada / Gouvernement du Canada  
[Sharon.manaigre@cbsa-asfc.gc.ca](mailto:Sharon.manaigre@cbsa-asfc.gc.ca) / Tel: 204-983-1902 / ATS: 866-335-3237

---

**From:** Candice Oremba [<mailto:Candice.Oremba@pwgsc-tpsgc.gc.ca>]  
**Sent:** May 16, 2016 9:19 AM  
**To:** Manaigre, Sharon  
**Subject:** RE: Update on Wildhorse POE Asbestos Removal

Sounds good. On Friday I noticed that the wrong Project # was on the SSA – correct one is R.077747.054. Hoping you saw that email too.

Thanks Sharon!

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**From:** Manaigre, Sharon [<mailto:Sharon.Manaigre@cbsa-asfc.gc.ca>]  
**Sent:** May-16-16 8:05 AM  
**To:** Candice Oremba  
**Subject:** FW: Update on Wildhorse POE Asbestos Removal

Will get this to you this morning. I am working the GL.

---

**From:** ABRAHAM, GILLES  
**Sent:** May 13, 2016 3:32 PM  
**To:** 'Candice Oremba'  
**Cc:** Manaigre, Sharon  
**Subject:** RE: Update on Wildhorse POE Asbestos Removal

Thanks – you too

Thanks,  
Gilles Abraham

A/Manager of Infrastructure, Corporate and Program Services Division, Prairie Region  
Canada Border Services Agency / Government of Canada  
[Gilles.Abraham@cbsa-asfc.gc.ca](mailto:Gilles.Abraham@cbsa-asfc.gc.ca) / Tel: 204-983-4403 / TTY: 866-335-3237

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---

**From:** Candice Oremba [<mailto:Candice.Oremba@pwgsc-tpsgc.gc.ca>]  
**Sent:** May 13, 2016 3:32 PM  
**To:** ABRAHAM, GILLES  
**Cc:** Manaigre, Sharon  
**Subject:** RE: Update on Wildhorse POE Asbestos Removal

Hi Gilles,

Monday will be fine. I'll get the rest of this set up once I hear from you then.

Have a good weekend!  
Candice

---

**From:** ABRAHAM, GILLES [<mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca>]  
**Sent:** May-13-16 2:18 PM  
**To:** Candice Oremba  
**Cc:** Manaigre, Sharon  
**Subject:** RE: Update on Wildhorse POE Asbestos Removal

Sorry Candace – Sharon is off today and tried as I could, I can't find the coding you need.  
I'm lost in that stuff without her. Can we provide Monday?

Thanks,  
Gilles Abraham

A/Manager of Infrastructure, Corporate and Program Services Division, Prairie Region  
Canada Border Services Agency / Government of Canada  
[Gilles.Abraham@cbsa-asfc.gc.ca](mailto:Gilles.Abraham@cbsa-asfc.gc.ca) / Tel: 204-983-4403 / TTY: 866-335-3237

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---

**From:** Candice Oremba [<mailto:Candice.Oremba@pwgsc-tpsgc.gc.ca>]  
**Sent:** May 13, 2016 11:48 AM  
**To:** ABRAHAM, GILLES  
**Cc:** Jacobs, Sheldon: PWGSC / TPSGC; Wentzell, Christopher: PWGSC / TPSGC; Manaigre, Sharon  
**Subject:** RE: Update on Wildhorse POE Asbestos Removal

Thank you Gilles, but can you please also provide the customer reference #, IS ORG, & IS REF #s (section 3, 4, & 5) so we can get this set up in the system?

Thank you!

**Candice Oremba**

Property and Facility Officer, Real Property Services  
Public Works and Government Services Canada / Government of Canada  
1800 - 11th Avenue, Suite 201, Regina, SK S4P 0H8  
Email: [candice.oremba@pwgsc-tpsgc.gc.ca](mailto:candice.oremba@pwgsc-tpsgc.gc.ca) / Tel: 306-780-5507 / Cell: 306-201-9501

Agente des immeubles et des installations, Biens Immobiliers  
Travaux publics et services gouvernementaux Canada / Gouvernement du Canada  
1800, avenue 11, pièce 201, Regina, SK S4P 0H8  
Courriel: [candice.oremba@tpsgc-pwgsc.gc.ca](mailto:candice.oremba@tpsgc-pwgsc.gc.ca) / Tél: 306-780-5507 / Cellulaire: 306-201-9501

---

**From:** ABRAHAM, GILLES [<mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca>]  
**Sent:** May-13-16 10:21 AM  
**To:** Sheldon Jacobs; Patten, Brent  
**Cc:** Candice Oremba; Christopher Wentzell; Manaigre, Sharon  
**Subject:** RE: Update on Wildhorse POE Asbestos Removal

Hi Sheldon – here is the signed SSA.

Thank you

Gilles Abraham

A/Manager of Infrastructure, Corporate and Program Services Division, Prairie Region  
Canada Border Services Agency / Government of Canada  
[Gilles.Abraham@cbsa-asfc.gc.ca](mailto:Gilles.Abraham@cbsa-asfc.gc.ca) / Tel: 204-983-4403 / TTY: 866-335-3237

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---

**From:** Sheldon Jacobs [<mailto:Sheldon.Jacobs@pwgsc-tpsgc.gc.ca>]  
**Sent:** May 12, 2016 5:14 PM  
**To:** ABRAHAM, GILLES; Patten, Brent  
**Cc:** Candice Oremba; Wentzell, Christopher: PWGSC / TPSGC  
**Subject:** RE: Update on Wildhorse POE Asbestos Removal

Good afternoon Gilles,  
Please find attached above the SSA for the asbestos removal at the Port of Wildhorse.  
Kindly sign and date it and return a copy to myself and Candice Oremba.

Thank you,

**Sheldon Jacobs**

Property & Facility Manager  
CBSA & CBSA RPI Portfolio  
Real Property Services  
Public Works and Government Services Canada  
Suite 110, 101 - 22nd Street East  
Saskatoon, Saskatchewan S7K 0E1  
T: (306)975-6936  
F: (306)975-5397  
C:(306)716-0351

---

**From:** ABRAHAM, GILLES [<mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca>]  
**Sent:** May-12-16 2:36 PM  
**To:** Sheldon Jacobs <[Sheldon.Jacobs@pwgsc-tpsgc.gc.ca](mailto:Sheldon.Jacobs@pwgsc-tpsgc.gc.ca)>; Patten, Brent <[Brent.Patten@cbsa-asfc.gc.ca](mailto:Brent.Patten@cbsa-asfc.gc.ca)>  
**Cc:** Candice Oremba <[Candice.Oremba@pwgsc-tpsgc.gc.ca](mailto:Candice.Oremba@pwgsc-tpsgc.gc.ca)>; Christopher Wentzell <[Christopher.Wentzell@pwgsc-tpsgc.gc.ca](mailto:Christopher.Wentzell@pwgsc-tpsgc.gc.ca)>  
**Subject:** RE: Update on Wildhorse POE Asbestos Removal

Hey Sheldon - This is within my authority.

Thanks,  
Gilles Abraham

A/Manager of Infrastructure, Corporate and Program Services Division, Prairie Region  
Canada Border Services Agency / Government of Canada  
[Gilles.Abraham@cbsa-asfc.gc.ca](mailto:Gilles.Abraham@cbsa-asfc.gc.ca) / Tel: 204-983-4403 / TTY: 866-335-3237

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---

**From:** Sheldon Jacobs [<mailto:Sheldon.Jacobs@pwgsc-tpsgc.gc.ca>]  
**Sent:** May 12, 2016 3:13 PM  
**To:** ABRAHAM, GILLES; Patten, Brent  
**Cc:** Candice Oremba; Wentzell, Christopher: PWGSC / TPSGC  
**Subject:** RE: Update on Wildhorse POE Asbestos Removal

Hi Gilles,  
As this is a project there are BGIs fees that should have been included in the previous calculation.  
The SSA is as follows:  
Disbursement - \$13,213.35 (Contractor \$10,477.38 + BGIS Labour, DLO & Project delivery \$2735.97)  
PWGSC Labour - \$381.53  
SSA Total - \$13,594.88  
Please advise if this is within your signing authority.

**Thank you,**

**Sheldon Jacobs**  
Property & Facility Manager  
CBSA & CBSA RPI Portfolio  
Real Property Services  
Public Works and Government Services Canada  
Suite 110, 101 - 22nd Street East  
Saskatoon, Saskatchewan S7K 0E1  
T: (306)975-6936  
F: (306)975-5397

C:(306)716-0351

**From:** ABRAHAM, GILLES [<mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca>]  
**Sent:** May-12-16 1:28 PM  
**To:** Sheldon Jacobs <[Sheldon.Jacobs@pwgsc-tpsgc.gc.ca](mailto:Sheldon.Jacobs@pwgsc-tpsgc.gc.ca)>; Patten, Brent <[Brent.Patten@cbsa-asfc.gc.ca](mailto:Brent.Patten@cbsa-asfc.gc.ca)>  
**Cc:** Candice Oremba <[Candice.Oremba@pwgsc-tpsgc.gc.ca](mailto:Candice.Oremba@pwgsc-tpsgc.gc.ca)>; Christopher Wentzell <[Christopher.Wentzell@pwgsc-tpsgc.gc.ca](mailto:Christopher.Wentzell@pwgsc-tpsgc.gc.ca)>  
**Subject:** RE: Update on Wildhorse POE Asbestos Removal

Hi Sheldon – I can sign the SSA.

If the estimate hovers around \$10k, we'll use the Repair Funds. If it is anticipated to exceed well over \$10k, please advise because I'll have consult with HQ.

Thanks,  
Gilles Abraham

A/Manager of Infrastructure, Corporate and Program Services Division, Prairie Region  
Canada Border Services Agency / Government of Canada  
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---

**From:** Sheldon Jacobs [<mailto:Sheldon.Jacobs@pwgsc-tpsgc.gc.ca>]  
**Sent:** May 12, 2016 2:23 PM  
**To:** ABRAHAM, GILLES; Patten, Brent  
**Cc:** Candice Oremba; Wentzell, Christopher: PWGSC / TPSGC  
**Subject:** RE: Update on Wildhorse POE Asbestos Removal

Hi,

I have the SSA prepared, I would like to know who will be signing the SSA for CBSA?

If it is someone other than Tara MacLeod or yourself who will be signing the SSA, please provide their name, Title and phone number.

As well, in order to prepare the work and task authorizations, please advise whether CBSA will be using Minor Capital or Repair funds.

It would be appreciated if we could receive this information as soon as conveniently possible.

**Thank you,**

**Sheldon Jacobs**  
Property & Facility Manager  
CBSA & CBSA RP1 Portfolio  
Real Property Services  
Public Works and Government Services Canada  
Suite 110, 101 - 22nd Street East  
Saskatoon, Saskatchewan S7K 0E1  
T: (306)975-6936  
F: (306)975-5397  
C:(306)716-0351

**From:** ABRAHAM, GILLES [<mailto:GILLES.ABRAHAM@cbsa-asfc.gc.ca>]  
**Sent:** May-12-16 12:38 PM  
**To:** Christopher Wentzell <[Christopher.Wentzell@pwgsc-tpsgc.gc.ca](mailto:Christopher.Wentzell@pwgsc-tpsgc.gc.ca)>; Sheldon Jacobs <[Sheldon.Jacobs@pwgsc-tpsgc.gc.ca](mailto:Sheldon.Jacobs@pwgsc-tpsgc.gc.ca)>; Candice Oremba <[Candice.Oremba@pwgsc-tpsgc.gc.ca](mailto:Candice.Oremba@pwgsc-tpsgc.gc.ca)>  
**Subject:** RE: Update on Wildhorse POE Asbestos Remval

Fantastic!  
Thanks Chris!

Thanks,  
Gilles Abraham

A/Manager of Infrastructure, Corporate and Program Services Division, Prairie Region  
Canada Border Services Agency / Government of Canada  
[Gilles.Abraham@cbsa-asfc.gc.ca](mailto:Gilles.Abraham@cbsa-asfc.gc.ca) / Tel: 204-983-4403 / TTY: 866-335-3237

Gestionnaire intérimaire de l'infrastructure, Division des services intégrés et des programmes,  
Région des prairies  
Agence des services frontaliers du Canada / Gouvernement du Canada  
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---

**From:** Christopher Wentzell [<mailto:Christopher.Wentzell@pwgsc-tpsgc.gc.ca>]  
**Sent:** May 12, 2016 1:31 PM  
**To:** ABRAHAM, GILLES; Jacobs, Sheldon: PWGSC / TPSGC; Candice Oremba  
**Subject:** Re: Update on Wildhorse POE Asbestos Remval

I just got approval from the TA and gave Walter the go ahead 10 min ago.

Christopher Wentzell  
Asset Manager, Sale Lease Back and Management Agreements  
Public Works and Government Services Canada | Travaux publics et Services gouvern  
ementaux Canada  
Room 1650, 635 8th Ave S.W.

Calgary, Canada T2P 3M3  
[Christopher.wentzell@pwgsc-tpsgc.gc.ca](mailto:Christopher.wentzell@pwgsc-tpsgc.gc.ca)  
Tel 403-292-4718  
Government of Canada | Gouvernement du Canada

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**From:**  
ABRAHAM,  
GILLES  
**Sent:**  
Thursday,  
May 12,  
2016 12:29  
PM  
**To:**  
Christopher  
Wentzell  
**Subject:**  
FW:  
Update on  
Wildhorse  
POE

Asbestos  
Removal

Hi Chris – any word on when BGIS will be receiving the go ahead to engage another company?

Thanks,  
Gilles Abraham

A/Manager of Infrastructure, Corporate and Program Services Division, Prairie Region  
Canada Border Services Agency / Government of Canada  
[Gilles.Abraham@cbsa-asfc.gc.ca](mailto:Gilles.Abraham@cbsa-asfc.gc.ca) / Tel: 204-983-4403 / TTY: 866-335-3237

Gestionnaire intérimaire de l'infrastructure, Division des services intégrés et des programmes,  
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---

**From:** Simonson, Lyle  
**Sent:** May 12, 2016 9:33 AM  
**To:** ABRAHAM, GILLES  
**Subject:** RE: Extended Phone Message - Chris Wenzel @ PWGSC re: Wildhorse - May 11, 2016 @ 4:06pm

Walter advised he is waiting for the go ahead from Chris still.

Lyle Simonson

Facility Officer / Operations Branch  
Canada Border Services Agency  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Cel:306-502-6428 / TTY:1-866-335-3237

Agent des installations / Direction générale des opérations  
Agence des services frontaliers du Canada  
[Lyle.Simonson@cbsa-asfc.gc.ca](mailto:Lyle.Simonson@cbsa-asfc.gc.ca) / 306-780-8372 / Tél. cell.:306-502-6428 / ATS:1-866-335-3237

---

**From:** ABRAHAM, GILLES  
**Sent:** May 12, 2016 7:36 AM  
**To:** Simonson, Lyle  
**Subject:** FW: Extended Phone Message - Chris Wenzel @ PWGSC re: Wildhorse - May 11, 2016 @ 4:06pm

FYI – can you follow up with Walter to see if he received these instructions please?  
I'll follow up with Chris if Walter has not.

Thanks,  
Gilles Abraham

A/Manager of Infrastructure, Corporate and Program Services Division, Prairie Region  
Canada Border Services Agency / Government of Canada  
[Gilles.Abraham@cbsa-asfc.gc.ca](mailto:Gilles.Abraham@cbsa-asfc.gc.ca) / Tel: 204-983-4403 / TTY: 866-335-3237

Gestionnaire intérimaire de l'infrastructure, Division des services intégrés et des programmes,  
Région des prairies  
Agence des services frontaliers du Canada / Gouvernement du Canada  
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**From:** Patten, Brent  
**Sent:** May 12, 2016 8:22 AM  
**To:** ABRAHAM, GILLES  
**Subject:** RE: Extended Phone Message - Chris Wenzel @ PWGSC re: Wildhorse - May 11, 2016 @ 4:06pm

Hi Gilles

Can I ask you to take it from here to ensure we follow up aggressively and push to ensure this is carried through to the end?

No waiting or accepting BGIS' excuses that have led to us waiting 2 weeks.

Thanks

---

**From:**  
Patten,  
Brent  
**Sent:**  
Wednesday,  
May 11,  
2016 4:52  
PM  
**To:**  
ABRAHAM,  
GILLES  
**Subject:**  
FW:  
Extended  
Phone  
Message -  
Chris  
Wenzel @  
PWGSC re:  
Wildhorse -  
May 11,  
2016 @  
4:06pm

FYI – I spoke with Chris W at PWGSC and they are pushing this and have an urgent project request in being signed now to get a new company out there

---

**From:** Pratt, Lisa  
**Sent:** May 11, 2016 4:10 PM  
**To:** Patten, Brent  
**Subject:** Extended Phone Message - Chris Wenzel @ PWGSC re: Wildhorse - May 11, 2016 @ 4:06pm

Chris Wenzel asked me to pass along the following to you regarding Wildhorse:

BGIS has gotten confirmation that we can have a contractor in the space within 72 hours. They have requested that we treat this as an emergency project. Chris is requesting through his chain of command at PWGSC to treat it as such. The impact will be approximately \$10,000.

He will try to reach you again tonight around 5pm our time (4pm his time). If he cannot reach you, he has asked that you call him at his office (403-292-4718) or his cell (403-589-4616).

Thanks!

Lisa Pratt

A/Executive Assistant, Corporate and Programs Services Division, Operations Branch  
Canada Border Services Agency / Government of Canada  
[Lisa.Pratt@cbsa-asfc.gc.ca](mailto:Lisa.Pratt@cbsa-asfc.gc.ca) / Tel : 204-983-6914 / TTY: 866-335-3237

A/Assistant exécutif, Division des services corporatifs et des programmes, Direction générale des  
opérations  
Agence des services frontaliers du Canada / Gouvernement du Canada  
[Lisa.Pratt@cbsa-asfc.gc.ca](mailto:Lisa.Pratt@cbsa-asfc.gc.ca) / Tél. : 204-983-6914 / ATS: 866-335-3237

## Crupi, Kayla

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**From:** Manaigre, Sharon  
**Sent:** June 7, 2016 02:19 PM  
**To:** Simonson, Lyle  
**Subject:** FW: Carpet at Wildhorse  
**Attachments:** RE: Carpet at Wildhorse ; 12111840 - GOC01845 - PJF - Carpet Installation Supply and Install - Signed.PDF

Are you setting up the FC for this?

---

**From:** ABRAHAM, GILLES  
**Sent:** June 1, 2016 11:50 AM  
**To:** Simonson, Lyle  
**Cc:** Manaigre, Sharon  
**Subject:** FW: Carpet at Wildhorse

There we go – we'll pay for it and JV it later...as per normal. See attached email from HQ for reference. You can proceed Lyle. This is also my Section 32 approval.

Thanks,  
Gilles Abraham

A/Manager of Infrastructure, Corporate and Program Services Division, Prairie Region  
Canada Border Services Agency / Government of Canada  
[Gilles.Abraham@cbsa-asfc.gc.ca](mailto:Gilles.Abraham@cbsa-asfc.gc.ca) / Tel: 204-983-4403 / TTY: 866-335-3237

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---

**From:** Beauchamp, FrancineJ  
**Sent:** June 1, 2016 6:45 AM  
**To:** ABRAHAM, GILLES  
**Cc:** Pinard-Evraire, Annik; Manaigre, Sharon; Simonson, Lyle; Patten, Brent  
**Subject:** RE: Carpet at Wildhorse

Gilles, please code under your regional cc for now as I am still waiting for my WBS structure for the AIP3 projects. I will advise as soon as it is confirmed. Tks.

Francine Beauchamp  
Gestionnaire int., Services à la Direction  
A/Manager, Directorates Services  
Infrastructure et opérations environnementale/Infrastructure and Environmental Operations  
Direction générale du contrôle/Comptrollership Branch  
Agence des services frontaliers du Canada/Canada Border Services Agency

---

**From:** ABRAHAM, GILLES  
**Sent:** May 31, 2016 9:41 AM  
**To:** Beauchamp, FrancineJ  
**Cc:** Pinard-Evraire, Annik; Manaigre, Sharon; Simonson, Lyle; Patten, Brent  
**Subject:** FW: Carpet at Wildhorse  
**Importance:** High

Hi Francine,



P.O. Box 23032 Medicine Hat Mall  
Medicine Hat, AB T1B 4C7

Cell: 403-529-5931  
Office: 403-504-6648  
Fax: 403-504-1091

Business Number 85506 4168 RT0001  
[kppest@gmail.com](mailto:kppest@gmail.com)

Charlie,

Below are the findings and services provided on July 8, 2014 at the Wildhorse Border Crossing properties.

East House:

- Cleaned and disinfected
- Sealed all openings
- Checked chimney cap; all good
- Checked for holes on the roof; none noticed

Bat that was found downstairs in my opinion was from last year. It was basically petrified. It was probably found when articles were all removed from basement. Basement was disinfected, washed, and vacuumed. Floor is heaving and cracking heavily due to excess moisture in basement. Odor in basement is musty and a fresh air exchanger should be installed. All noticeable cracks and crevices were sealed off. Basement will be easier to clean with all articles removed.

West House:

- Removed bats
- Sealed 2 entrances on roof
- Put hole in the NE wall; wall void is full of bat droppings
- Pictures attached
- Disinfected ceiling and wall void
- Chimney cap is too high to get to; will need a lift
- Need to remove all insulation and replace with new
- Cleaned basement and disinfected area
- Sealed all cracks and crevices
- No new activity on the porch; disinfected and filled in

We cut a hole in the East bedroom wall; no bats were found but a lot of droppings were present. We then disinfected roof line area in bedroom. We moved to the attic and found bats hanging on chimney. We put in a mist (fogging) of straight vinegar. Within 5 minutes approximately 10 bats exited the house to the outside. We then misted (fogged) disinfected attic. With no bats noticeably remaining in attic we waited outside until ½ hour after sundown. No bats entered or exited attic. We then went on roofline and sealed off both areas where bats were exiting where we were fogging. Basement floor was bleached and cleaned.

We found an access for a snake to get in at the East side window. The snake was no doubt by the drain because of access to water. We sealed off all noticeable entry points in basement.



P.O. Box 23032 Medicine Hat Mall  
Medicine Hat, AB T1B 4C7

Cell: 403-529-5931  
Office: 403-504-6648  
Fax: 403-504-1091

Business Number 85506 4168 RT0001  
[kppest@gmail.com](mailto:kppest@gmail.com)

Port Building:

- Cleaned and disinfected all areas
- Sealed all cracks and crevices

Droppings in small crawl space on upper floor were actually very old bat droppings. Vacuumed basement, sealed all cracks and crevices that were noticeable, and sprayed port for spiders.

\*\* Sprayed all buildings for spiders

\*\* Sprayed all areas for weeds

In closing we make the following recommendations:

1. All buildings should have fresh air exchangers installed
2. Remove all insulation, disinfect areas again and replace insulation
3. West house - wall void should be cleaned and disinfected, then reinsulated
4. All duct work in all building should be sucked out

If you have any questions or concerns please call. Thank you!

Sincerely,

Kevin Peterson  
KP Pest Control Ltd.  
PH : 403-529-5931

# **SERVICING!**

## **WHAT?**

**REGULAR MAINTENANCE AND SERVICE ON WATER CONDITIONING EQUIPMENT, WATER PURIFICATION EQUIPMENT AND HUMIDIFIERS.**

## **WHERE?**

**CANADA CUSTOMS AND REVENUE AGENCY, WILDHORSE BORDER CROSSING, OFFICE BUILDING AND STAFF HOUSES.**

## **WHEN?**

**ON REGULAR BASIS AS OUTLINED IN FOLLOWING INSTRUCTION SHEETS.**

## **WHY?**

**TO MAINTAIN EQUIPMENT SO THAT IT PERFORMS AS DESIGNED. THIS WILL PREVENT UNDUE WEAR ON THE EQUIPMENT AND WILL PROVIDE A SAFE POTABLE WATER SYSTEM.**

## **WHO?**

**ON-SITE OFFICERS STATIONED AT THE BORDER CROSSING AND CONTRACT CLEANING STAFF.  
NOTE: ANNUAL FULL SERVICES WILL BE PROVIDED BY STENGER'S PLUMBING & HEATING LTD AS ARRANGED WITH CALGARY OFFICE.**

## **HOW?**

**REGULAR SERVICING TO BE DONE AS OUTLINED ON THE FOLLOWING 8 SERVICE INSTRUCTION SHEETS:**

## **NOVATEK MULTI MEDIA FILTER:**

### **SETTING THE CLOCK:**

- IF THERE IS A POWER OUTAGE IT WILL CAUSE THE CLOCK TO BE SLOW.
- IT IS VERY IMPORTANT THAT THE TIME ON THE CLOCK IS CURRENT SO THE SOFTENER REGENERATES AT THE CORRECT TIME.
- SET THE CLOCK AS FOLLOWS:
  - LOOSEN THE TWO THUMB SCREWS LOCATED ON THE SIDES OF THE VALVE COVER.
  - REMOVE THE COVER FROM THE VALVE.
  - FOLLOW “SETTING THE 24-HOUR TIMER” INSTRUCTIONS ON PAGE 4 OF THE “NOVATEK AUTOMATIC WATER FILTERS OPERATION MANUAL” IN SECTION 6 OF THE SERVICE BINDER.
  - PUT THE VALVE COVER IN PLACE AND TIGHTEN THE ¼” HEX HEAD SCREWS ON THE SIDES OF THE COVER.

## **NOVO DUPLEX WATER SOFTENER:**

### **SETTING THE CLOCK:**

- IF THERE IS A POWER OUTAGE IT WILL CAUSE THE CLOCK TO BE SLOW.
- SET THE CLOCK AS FOLLOWS:
  - LOOSEN THE TWO THUMB SCREWS LOCATED ON THE SIDES OF THE VALVE COVER.
  - REMOVE THE COVER FROM THE VALVE.
  - FOLLOW "SETTING THE TIME OF DAY" INSTRUCTIONS ON PAGE 6 OF THE "XT SERVICE MANUAL" IN SECTION 7 OF THE SERVICE BINDER.
  - PUT THE VALVE COVER IN PLACE AND TIGHTEN THE THUMB SCREWS ON THE SIDES OF THE COVER.

### **SALT IN BRINE TANK:**

- ENSURE THAT THERE IS A MINIMUM OF TWO 20 KG BAGS OF SALT IN THE BRINE TANK.
- IF YOU NOTICE THAT THERE IS NO SALT IN THE BRINE TANK DO THE FOLLOWING:
- ADD AT LEAST ONE 20 KG BAG OF SOFTENER SALT.
- WAIT AT LEAST 4 HOURS FOR ENOUGH SALT TO DISSOLVE TO MAKE A STRONG ENOUGH BRINE SOLUTION TO ADEQUATELY REGENERATE THE SOFTENER.
- AFTER A MINIMUM OF 4 HOURS PUT THE SOFTENER INTO A MANUAL REGENERATION AS FOLLOWS:
  - FIRST MEDIA TANK:
    - LOOSEN THE TWO THUMB SCREWS LOCATED ON THE SIDES OF THE VALVE COVER.
    - REMOVE THE COVER FROM THE VALVE.
    - FOLLOW THE "MANUALLY INITIATING A REGENERATION" INSTRUCTIONS ON PAGE 6 OF THE "XT SERVICE MANUAL" IN SECTION 7 OF THE SERVICE BINDER.
    - PUT THE VALVE COVER IN PLACE AND TIGHTEN THE THUMB SCREWS ON THE SIDES OF THE COVER.
  - SECOND MEDIA TANK:
    - AFTER THE FIRST MEDIA TANK HAS REGENERATED YOU HAVE TO WAIT FOR AT LEAST 4 HOURS FOR ENOUGH SALT TO DISSOLVE TO MAKE A STRONG ENOUGH BRINE SOLUTION TO ADEQUATELY REGENERATE THE SECOND TANK.
    - AFTER A MINIMUM OF 4 HOURS PUT THE SOFTENER INTO A MANUAL REGENERATION, FOLLOW THE SAME INSTRUCTIONS AS FOR THE FIRST MEDIA TANK.

### **RES-UP FEEDER ON BRINE TANK:**

- ENSURE THAT THERE IS ALWAYS RES-CARE SOLUTION IN THIS FEEDER.
- DO NOT FILL ANY HIGHER THAN THE MARK AT THE TOP OF THE FEEDER.



## **NOVO DUPLEX TANNINS REMOVAL WATER SOFTENER:**

### **SETTING THE CLOCK:**

- IF THERE IS A POWER OUTAGE IT WILL CAUSE THE CLOCK TO BE SLOW.
- SET THE CLOCK AS FOLLOWS:
  - LOOSEN THE TWO THUMB SCREWS LOCATED ON THE SIDES OF THE VALVE COVER.
  - REMOVE THE COVER FROM THE VALVE.
  - FOLLOW “SETTING THE TIME OF DAY” INSTRUCTIONS ON PAGE 6 OF THE “XT SERVICE MANUAL” IN SECTION 7 OF THE SERVICE BINDER.
  - PUT THE VALVE COVER IN PLACE AND TIGHTEN THE THUMB SCREWS ON THE SIDES OF THE COVER.

### **SALT IN BRINE TANK:**

- ENSURE THAT THERE IS A MINIMUM OF TWO 20 KG BAGS OF SALT IN THE BRINE TANK.
- IF YOU NOTICE THAT THERE IS NO SALT IN THE BRINE TANK DO THE FOLLOWING:
- ADD AT LEAST ONE 20 KG BAG OF SOFTENER SALT.
- WAIT AT LEAST 4 HOURS FOR ENOUGH SALT TO DISSOLVE TO MAKE A STRONG ENOUGH BRINE SOLUTION TO ADEQUATELY REGENERATE THE SOFTENER.
- AFTER A MINIMUM OF 4 HOURS PUT THE SOFTENER INTO A MANUAL REGENERATION AS FOLLOWS:
  - FIRST MEDIA TANK:
    - LOOSEN THE TWO THUMB SCREWS LOCATED ON THE SIDES OF THE VALVE COVER.
    - REMOVE THE COVER FROM THE VALVE.
    - FOLLOW THE “MANUALLY INITIATING A REGENERATION” INSTRUCTIONS ON PAGE 6 OF THE “XT SERVICE MANUAL” IN SECTION 7 OF THE SERVICE BINDER.
    - PUT THE VALVE COVER IN PLACE AND TIGHTEN THE THUMB SCREWS ON THE SIDES OF THE COVER.
  - SECOND MEDIA TANK:
    - AFTER THE FIRST MEDIA TANK HAS REGENERATED YOU HAVE TO WAIT FOR AT LEAST 4 HOURS FOR ENOUGH SALT TO DISSOLVE TO MAKE A STRONG ENOUGH BRINE SOLUTION TO ADEQUATELY REGENERATE THE SECOND TANK.
    - AFTER A MINIMUM OF 4 HOURS PUT THE SOFTENER INTO A MANUAL REGENERATION, FOLLOW THE SAME INSTRUCTIONS AS FOR THE FIRST MEDIA TANK.

### **RES-UP FEEDER ON BRINE TANK:**

- ENSURE THAT THERE IS ALWAYS RES-CARE SOLUTION IN THIS FEEDER.
- DO NOT FILL ANY HIGHER THAN THE MARK AT THE TOP OF THE FEEDER.

## **PENTEK SUMP FILTER LOCATED DOWNSTREAM OF THE NOVO DUPLEX TANNINS REMOVAL WATER SOFTENER:**

- **REPLACE THIS FILTER MONTHLY OR SOONER IF REQUIRED. YOU CAN CONFIRM THAT IT SHOULD BE REPLACED SOONER BY TESTING AS FOLLOWS:**
  - **THERE'S A PRESSURE DIFFERENTIAL NEEDLE GAUGE LOCATED ON THE TOP OF THIS FILTER.**
  - **RUN COLD WATER AT A BASIN FAUCET AND CHECK THE NEEDLE GAUGE READING. IT WILL INDICATE THE CONDITION OF THE CARTRIDGE.**
- **REPLACE THE FILTER AS FOLLOWS:**
  - **PLACE A 20-LITER BUCKET ON THE FLOOR BELOW THE WATER FILTER TO CATCH SPILLED WATER.**
  - **CLOSE BALL VALVE 9 ON THE INLET SIDE OF THE ULTRA VIOLET STERILIZER.**
  - **CLOSE BALL VALVES 6A AND 7A TO ISOLATE THE SUMP FILTER FROM THE WATER DISTRIBUTION SYSTEM.**
  - **PUSH DOWN ON THE RED PRESSURE RELEASE BUTTON LOCATED ON TOP OF THE FILTER BEHIND THE NEEDLE GAUGE.**
  - **USE THE BLACK SPANNER WRENCH (HANGING ON THE WALL BESIDE THE FILTER) TO LOOSEN THE SUMP. PUT THE WRENCH ON THE FILTER WITH THE HANDLE POINTING TO THE RIGHT SIDE OF THE SUMP AND PULL THE HANDLE TOWARDS YOURSELF. PULL FIRMLY; DON'T JERK ON THE HANDLE! WHILE PULLING ON THE HANDLE WITH YOUR RIGHT HAND, HOLD AGAINST THE SUMP WITH YOUR LEFT HAND TO STEADY THE FILTER ASSEMBLY.**
  - **AFTER THE SUMP IS LOOSENED YOU CAN REMOVE IT BY HAND WITHOUT THE USE OF THE WRENCH.**
  - **TIP THE SUMP OVER POURING THE WATER AND THE OLD FILTER INTO THE 20-LITER BUCKET.**
  - **RINSE THE SUMP USING WATER FROM THE TEST POINT VALVE #6 LOCATED TO THE LEFT OF THE WATER FILTER AND POUR THE WATER INTO THE 20-LITER BUCKET.**
  - **CLEAN THE OLD SILICONE GREASE OFF THE O-RING AND THE FILTER HOUSING USING A SHOP TOWEL.**
  - **APPLY A "LIGHT" COATING OF SILICONE GREASE (SUPPLIED IN BROWN VIAL) ON THE SUMP O-RING.**
  - **FILL THE SUMP 1/3 FULL OF WATER AND ADD TWO TABLESPOONS OF HOUSEHOLD BLEACH TO THE WATER. THOROUGHLY SCRUB THE INTERIOR OF THE SUMP WITH A BRUSH OR SPONGE AND THEN RINSE THOROUGHLY.**
  - **ADD TWO TABLESPOONS OF HOUSEHOLD BLEACH TO THE SUMP FILTER.**
  - **TEAR THE WRAPPING OFF ONE END OF A NEW 5-MICRON SEDIMENT FILTER BEING CAREFUL NOT TO CONTAMINATE THE FILTER BY TOUCHING IT WITH YOUR HANDS.**
  - **INSERT THE 5 MICRON SEDIMENT FILTER INTO THE SUMP WHILE HOLDING THE OUTSIDE OF THE PAPER WRAPPING SO YOUR HAND DOES NOT TOUCH AND CONTAMINATE THE FILTER. REMOVE THE BALANCE OF THE WRAPPING FROM THE FILTER AS YOU INSERT IT INTO THE SUMP**
  - **INSTALL THE SUMP BY HAND AND "JUST MAKE IT SNUG". DO NOT USE A WRENCH TO TIGHTEN THE SUMP OR IT WILL BE NEARLY IMPOSSIBLE TO REMOVE IT THE NEXT TIME THE FILTER HAS TO BE CHANGED.**
  - **"SLOWLY" OPEN VALVE 6A TO ALLOW WATER TO ENTER THE FILTER SUMP AND "PRESSURE UP".**
  - **CHECK FOR LEAKS ON THE FILTER O-RING.**
  - **LEAVE THE SYSTEM IN THIS POSITION FOR TWENTY MINUTES TO ALLOW THE TWO TABLESPOONS OF BLEACH TO "WORK".**
  - **HOLD THE 20-LITER BUCKET IN PLACE UNDER VALVE 7.**

- **SLOWLY OPEN VALVE 7A TO FLUSH THE BLEACH WATER FROM THE SUMP INTO THE BUCKET. “BE CAREFUL NOT TO ALLOW THE BLEACH WATER TO SPLASH ONTO YOUR BODY, ESPECIALLY INTO YOUR EYES!”**
- **CLOSE VALVE 7 AFTER FLUSHING THE BLEACH FROM THE FILTER SUMP.**
- **OPEN VALVE 9 TO PUT THE SYSTEM INTO OPERATION.**
- **RECORD THE DATE OF THE FILTER CHANGE IN THE WATER FILTER MAINTENANCE LOG.**

## **STERILIGHT COBALT ULTRA VIOLET STERILIZER:**

- THE DISPLAY ON THIS ULTRA VIOLET STERILIZER SHOWS THE ULTRA VIOLET OUTPUT AS A PERCENTAGE. THE MAXIMUM OUTPUT READING IS 99%. THE SYSTEM IS EFFECTIVE WHEN THE OUTPUT IS BETWEEN 50% AND 99%. IF THE OUTPUT DROPS BELOW 50% THE SYSTEM WILL GO INTO THE ALARM MODE AND WILL CLOSE THE SOLENOID VALVE ON THE INLET SIDE OF THE ULTRA VIOLET STERILIZER. THIS WILL PREVENT SUPPLY WATER FROM PASSING THROUGH THE ULTRA VIOLET STERILIZER.
- THE MANUFACTURER RECOMMENDS THAT THE LAMP SHOULD BE REPLACED ANNUALLY. THE CONTROLLER TRACKS THE NUMBER OF DAYS OF OPERATION OF THE LAMP AND THE CONTROLLER. THE DEFAULT SCREEN WILL DISPLAY THE TOTAL LAMP LIFE REMAINING (IN DAYS). THE CONTROLLER WILL COUNT DOWN THE NUMBER OF DAYS REMAINING UNTIL THE LAMP REQUIRES CHANGING (365 DAYS TO 1 DAY). AT "0" DAYS THE CONTROLLER WILL DISPLAY "A3" ON THE DISPLAY AND WILL SUPPLY AN INTERMITTENT AUDIBLE CHIRP (1 SECOND ON, 5 SECONDS OFF), INDICATING THE NEED TO CHANGE THE LAMP.
- THE QUARTZ SLEEVE AND THE SENSOR EYE SHOULD BE CLEANED FOR THE FOLLOWING TWO REASONS:
  - IF THE WATER TREATMENT EQUIPMENT (MULTI MEDIA FILTER, WATER SOFTENER AND TANNINS REMOVAL WATER SOFTENER) FAILS, THE QUARTZ SLEEVE AND THE SENSOR EYE ON THE ULTRA VIOLET STERILIZER COULD BECOME DIRTY CAUSING THE ULTRA VIOLET STERILIZER TO GO INTO ALARM MODE.
  - WHEN THE LAMP IS REPLACED ANNUALLY (AFTER 365 DAYS OF USE).
- CLEAN THE QUARTZ SLEEVE AND SENSOR EYE AS FOLLOWS:
  - UNPLUG THE ULTRA VIOLET STERILIZER POWER CORD FROM THE SURGE SUPPRESSOR.
  - CLOSE BALL VALVES #9 AND #12.
  - PLACE SMALL BUCKET BELOW HOSE BIBB #10.
  - OPEN HOSE BIBB #10 TO DRAIN WATER FROM ULTRA VIOLET STERILIZER INTO BUCKET.
  - OPEN HOSE BIBB #11 TO ALLOW AIR INTO THE ULTRA VIOLET STERILIZER TO PREVENT AIR LOCKING SO ALL OF THE WATER WILL DRAIN FROM THE ULTRA VIOLET STERILIZER.
  - FOLLOW SERVICE AND CLEANING INSTRUCTIONS ON PAGES 8, 9, 10 AND 11 OF THE STERILIGHT COBALT MANUFACTURER'S MANUAL. (NOTE: THE MANUAL SAYS TO USE CLR OR LIME-A-WAY TO CLEAN THE QUARTZ SLEEVE AND THE SENSOR EYE. OUR EXPERIENCE INDICATES THAT ISOPROPYL ALCOHOL AND SHOP TOWELS CAN BE USED TO CLEAN THE QUARTZ SLEEVE AND ISOPROPYL ALCOHOL AND COTTON SWABS CAN BE USED TO CLEAN THE SENSOR EYE).
- AFTER THE QUARTZ SLEEVE AND SENSOR EYE HAVE BEEN CLEANED AND A NEW LAMP HAS BEEN INSTALLED (IF REQUIRED) THE ULTRA VIOLET STERILIZER SHOULD BE SANITIZED AND PUT BACK INTO OPERATION AS FOLLOWS:
  - SERVICE THE PENTEK SUMP FILTER AS DESCRIBED PREVIOUSLY IN THESE INSTRUCTIONS BUT ADD 1 CUP OF HOUSEHOLD BLEACH TO THE FILTER SUMP INSTEAD OF THE USUAL TWO TABLESPOONS.
  - SLOWLY OPEN VALVE 6A TO "PRESSURE UP" THE SUMP FILTER.
  - "DO NOT OPEN VALVE 7 THIS TIME BECAUSE WE WANT TO SEND THE BLEACH SOLUTION TO THE ULTRA VIOLET STERILIZER TO SANITIZE IT".
  - SLOWLY OPEN VALVE 7A TO ALLOW BLEACH SOLUTION TO FLOW TO VALVE 9.

- **“POWER UP” THE ULTRA VIOLET STERILIZER AS FOLLOWS:**
  - **IF YOU CLEANED THE QUARTZ SLEEVE AND SENSOR EYE BUT DID NOT DO AN ANNUAL LAMP REPLACEMENT JUST PLUG THE ULTRA VIOLET STERILIZER POWER CORD INTO THE SURGE SUPPRESSOR.**
  - **IF YOU CLEANED THE QUARTZ SLEEVE AND SENSOR AND REPLACED THE LAMP FOLLOW THE “RESETTING LAMP LIFE” INSTRUCTIONS ON PAGE 11 OF THE MANUFACTURER’S STERILIGHT COBALT MANUAL AND PLUG THE ULTRA VIOLET STERILIZER POWER CORD INTO THE SURGE SUPPRESSOR.**
- **CLOSE HOSE BIBB #10.**
- **CLOSE HOSE BIBB #11.**
- **SLOWLY OPEN BALL VALVE #9 ALLOWING THE BLEACH SOLUTION TO FLOW INTO THE ULTRA VIOLET STERILIZER. THE BLEACH SOLUTION WILL CAUSE THE WATER TO BECOME CLOUDY. THIS COULD CAUSE THE ULTRA VIOLET STERILIZER TO GO INTO ALARM MODE, CLOSE THE SOLENOID VALVE ON THE INLET SIDE OF THE ULTRA VIOLET STERILIZER AND DISPLAY THE “A2” CODE. IF THIS HAPPENS PUSH THE RESET BUTTON ON THE SIDE OF THE CONTROL BOX TO MANUALLY OPEN THE SOLENOID VALVE TO ALLOW THE BLEACH SOLUTION TO FILL THE ULTRA VIOLET STERILIZER.**
- **HOLD A 20-LITER BUCKET UNDER VALVE 11. SLOWLY OPEN VALVE 11 TO PURGE THE AIR FROM THE ULTRA VIOLET STERILIZER. “BE VERY CAREFUL NOT TO ALLOW THE STRONG BLEACH SOLUTION TO SPLASH ONTO YOUR BODY, ESPECIALLY INTO YOUR EYES”. CLOSE VALVE 11 WHEN YOU HAVE PURGED THE AIR FROM THE ULTRA VIOLET STERILIZER.**
- **LEAVE THE SYSTEM IN THIS STATE FOR 20 MINUTES TO ALLOW THE BLEACH SOLUTION “TO WORK”.**
- **AFTER 20 MINUTES HAVE PASSED PLACE A 20-LITER BUCKET UNDER VALVE 11. SLOWLY OPEN VALVE 11 AND FLUSH 20 LITERS OF WATER INTO THE BUCKET TO FLUSH THE BLEACH SOLUTION FROM THE SYSTEM. “BE VERY CAREFUL NOT TO SPLASH THE BLEACH SOLUTION ONTO YOUR BODY ESPECIALLY INTO YOUR EYES”.**
- **CLOSE VALVE 11 AFTER FLUSHING 20 LITERS OF BLEACH SOLUTION.**
- **DISPOSE OF THE BUCKET OF BLEACH SOLUTION BY POURING IT INTO THE FLOOR SUMP IN THE NORTHEAST CORNER OF THE BUILDING.**
- **SLOWLY OPEN BALL VALVE #12 TO PUT THE WATER SYSTEM TO THE OFFICE BUILDING AND TO THE TWO HOUSES BACK INTO OPERATION.**
- **RECORD THE SERVICE DATE IN THE ULTRA VIOLET STERILIZER MAINTENANCE LOG.**

## **REVERSE OSMOSIS SYSTEM:**

### **PRE SEDIMENT AND CARBON FILTERS:**

- **REPLACE THESE FILTERS MONTHLY OR SOONER IF REQUIRED. YOU CAN CONFIRM THAT THEY SHOULD BE REPLACED SOONER BY TESTING AS FOLLOWS:**
  - **THERE'S A PRESSURE GAUGE ON THE INLET SIDE OF THE SEDIMENT FILTER AND ON THE OUTLET SIDE OF THE CARBON FILTER ON THE WATER SUPPLY LINE TO THE REVERSE OSMOSIS SYSTEM.**
  - **TEST THE PRESSURE DIFFERENTIAL ACROSS THE 5-MICRON SEDIMENT FILTER AND THE CARBON FILTER BY OBSERVING THESE TWO PRESSURE GAUGES AT LEAST ONCE A WEEK. THIS MUST BE DONE WHEN THE REVERSE OSMOSIS SYSTEM IS OPERATING BECAUSE WATER "MUST" BE FLOWING THROUGH THE FILTERS TO DO THIS TEST.**
  - **CHANGE BOTH FILTERS IF THE PRESSURE DIFFERENTIAL IS 7 PSI OR MORE ACROSS THE TWO FILTERS.**
- **REPLACE THE FILTERS AS FOLLOWS:**
  - **UNPLUG THE POWER CORD ON THE REVERSE OSMOSIS SYSTEM.**
  - **CLOSE BALL VALVE #14.**
  - **PLACE A 20-LITER BUCKET ON THE FLOOR BELOW THE SEDIMENT AND CARBON FILTER SUMPS TO CATCH SPILLED WATER.**
  - **USE THE WHITE FILTER WRENCH (HANGING ON THE STAND BELOW THE FILTERS) TO LOOSEN THE FILTER SUMPS. PUT THE WRENCH ON THE FILTER WITH THE HANDLE POINTING TO THE RIGHT SIDE OF THE SUMPS AND PULL THE HANDLE TOWARDS YOURSELF. PULL FIRMLY; DON'T JERK ON THE HANDLE! WHILE PULLING ON THE HANDLE WITH YOUR RIGHT HAND, HOLD AGAINST THE SUMP WITH YOUR LEFT HAND TO STEADY THE FILTER ASSEMBLY.**
  - **AFTER THE SUMPS ARE LOOSENEED YOU CAN REMOVE THEM BY HAND WITHOUT THE USE OF THE WRENCH.**
  - **TIP THE SUMPS OVER POURING THE WATER AND THE OLD FILTERS INTO THE 20-LITER BUCKET.**
  - **RINSE THE SUMPS USING REVERSE OSMOSIS PRODUCT WATER FROM THE FIBERGLASS STORAGE TANK BY OPENING BALL VALVE #18 TO ADD WATER TO THE SUMPS. RINSE THE WATER AROUND IN THE SUMPS AND POUR THE RINSE WATER INTO THE 20-LITER BUCKET.**
  - **APPLY A "LIGHT" COATING OF SILICONE GREASE (SUPPLIED IN BROWN VIAL) ON THE SUMP O-RINGS.**
  - **TEAR THE PAPER WRAPPING OFF ONE END OF A NEW 5-MICRON SEDIMENT FILTER BEING CAREFUL NOT TO CONTAMINATE THE FILTER BY TOUCHING IT WITH YOUR HANDS.**
  - **INSERT THE 5 MICRON SEDIMENT FILTER INTO THE SUMP WHILE HOLDING THE OUTSIDE OF THE PAPER WRAPPING SO YOUR HAND DOES NOT TOUCH AND CONTAMINATE THE FILTER. REMOVE THE PAPER WRAPPING FROM THE FILTER.**
  - **TEAR THE PLASTIC WRAPPING OFF ONE END OF A NEW CARBON FILTER BEING CAREFUL NOT TO CONTAMINATE THE FILTER BY TOUCHING IT WITH YOUR HANDS.**
  - **INSERT THE CARBON FILTER INTO THE SUMP WHILE HOLDING THE OUTSIDE OF THE PLASTIC WRAPPING SO YOUR HAND DOES NOT TOUCH AND CONTAMINATE THE FILTER. REMOVE THE PLASTIC WRAPPING FROM THE FILTER.**
  - **INSTALL THE SUMPS BY HAND AND "JUST MAKE THEM SNUG". DO NOT USE A WRENCH TO TIGHTEN THE SUMPS OR IT WILL BE NEARLY IMPOSSIBLE TO REMOVE THEM THE NEXT TIME THE FILTERS HAVE TO BE CHANGED.**
  - **OPEN BALL VALVE #14 AND CHECK FOR LEAKS ON THE FILTERS.**
  - **PLUG IN THE REVERSE OSMOSIS SYSTEM POWER CORD.**
  - **RECORD THE DATE OF THE FILTER CHANGE IN THE RO MAINTENANCE LOG.**

### **POST CARBON FILTER:**

- **THE ACTIVATED CARBON FILTER LOCATED BETWEEN BALL VALVE #18 AND BALL VALVE #19 REMOVES VOLATILE ORGANIC COMPOUNDS FROM THE WATER. WHEN THE REVERSE OSMOSIS PRODUCT WATER SHOWS THE FIRST SIGN OF OBJECTIONABLE TASTE THE CARBON FILTER IS NEARLY EXPENDED AND SHOULD BE REPLACED. IT SHOULD BE CHANGED AT LEAST ONCE A MONTH AS FOLLOWS:**
  - **CLOSE BALL VALVE #19.**
  - **PLACE A 20-LITER BUCKET UNDER THE BOTTLE FILL HOSE.**
  - **OPEN BALL VALVE #18 TO RELIEVE PRESSURE ON THE FILTER.**
  - **USE THE BLUE FILTER WRENCH (HANGING ON THE STAND BELOW THE FILTER) TO LOOSEN THE SUMP. PUT THE WRENCH ON THE FILTER WITH THE HANDLE POINTING TO THE RIGHT SIDE OF THE SUMP AND PULL THE HANDLE TOWARDS YOURSELF. PULL FIRMLY; DON'T JERK ON THE HANDLE! WHILE PULLING ON THE HANDLE WITH YOUR RIGHT HAND, HOLD AGAINST THE SUMP WITH YOUR LEFT HAND TO STEADY THE FILTER ASSEMBLY.**
  - **AFTER THE SUMP IS LOOSENED YOU CAN REMOVE IT BY HAND WITHOUT THE USE OF THE WRENCH.**
  - **TIP THE SUMP OVER POURING THE WATER AND THE OLD FILTER INTO THE 20-LITER BUCKET.**
  - **RINSE THE SUMP USING REVERSE OSMOSIS PRODUCT WATER FROM THE FIBERGLASS STORAGE TANK BY OPENING BALL VALVE #21 TO ADD WATER TO THE SUMP. RINSE THE WATER AROUND IN THE SUMP AND POUR THE RINSE WATER INTO THE 20-LITER BUCKET.**
  - **APPLY "LIGHT" COATING OF SILICONE GREASE (SUPPLIED IN BROWN VIAL) ON THE SUMP O-RING.**
  - **TEAR THE PLASTIC WRAPPING OFF ONE END OF A NEW CARBON FILTER BEING CAREFUL NOT TO CONTAMINATE THE FILTER BY TOUCHING IT WITH YOUR HANDS.**
  - **INSERT THE CARBON FILTER INTO THE SUMP WHILE HOLDING THE OUTSIDE OF THE PLASTIC WRAPPING SO YOUR HAND DOES NOT TOUCH AND CONTAMINATE THE FILTER. REMOVE THE PLASTIC WRAPPING FROM THE FILTER.**
  - **INSTALL THE SUMP BY HAND AND "JUST MAKE IT SNUG". DO NOT USE A WRENCH TO TIGHTEN THE SUMP OR IT WILL BE NEARLY IMPOSSIBLE TO REMOVE IT THE NEXT TIME THE FILTER HAS TO BE CHANGED.**
  - **CLOSE VALVE #18.**
  - **OPEN VALVE #19.**
  - **CHECK FOR LEAKS ON THE FILTER.**
  - **RECORD THE DATE OF THE FILTER CHANGE IN THE RO SYSTEM MAINTENANCE LOG.**

### **FLUSHING THE MEMBRANE:**

- **ORGANIC OR MINERAL SLUDGE TENDS TO BUILD UP ON THE SURFACE OF THE MEMBRANE THAT CAN REDUCE ITS PERFORMANCE.**
- **THE MEMBRANE SHOULD BE FAST FLUSHED ONCE A WEEK.**
- **FLUSH THE MEMBRANE BY SLOWLY OPENING MANUAL FLUSH VALVE #22 WHICH IS LOCATED ON THE BACKSIDE OF THE REVESE OSMOSIS SYSTEM.**
- **LET THE UNIT FAST FLUSH FOR 5 MINUTES AND THEN SLOWLY CLOSE THE MANUAL FLUSH VALVE #22.**
- **RECORD THE DATE OF THE FAST FLUSH IN THE RO SYSTEM MAINTENANCE LOG.**

## **HUMIDIFIERS:**

### **OFFICE BUILDING:**

- **THIS HUMIDIFIER IS SUPPLIED WITH WATER FROM THE REVERSE OSMOSIS SYSTEM.**
- **THE WATER FROM THE REVERSE OSMOSIS SYSTEM CONTAINS VERY LOW AMOUNTS OF TOTAL DISSOLVED SOLIDS, SO THE WATER TRAY, DRUM AND FLOAT IN THIS HUMIDIFIER WILL PROBABLY HAVE TO BE CLEANED ONLY ONCE AT THE BEGINNING OF EVERY HEATING SEASON AS FOLLOWS:**
  - **CLOSE THE WATER SUPPLY VALVE; IT IS A PLASTIC BALL VALVE IN THE WATER LINE ADJACENT TO THE HUMIDIFIER.**
  - **REMOVE THE FRONT COVER FROM THE HUMIDIFIER.**
  - **REMOVE THE PIN IN THE VALVE TO REMOVE THE VALVE FLOAT ASSEMBLY.**
  - **REMOVE THE DRUM ASSEMBLY.**
  - **REMOVE THE PAD FROM THE DRUM ASSEMBLY.**
  - **REMOVE THE WATER PAN.**
  - **CLEAN BUILD-UP OF SOLIDS FROM THE VALVE FLOAT, DRUM ASSEMBLY AND WATER TRAY.**
  - **INSTALL NEW PAD ON THE DRUM ASSEMBLY (IF REQUIRED).**
  - **INSTALL THE DRAIN TRAY.**
  - **INSTALL THE DRUM ASSEMBLY.**
  - **INSTALL THE VALVE FLOAT ASSEMBLY.**
  - **OPEN THE WATER SUPPLY VALVE.**
  - **ALLOW THE WATER PAN TO FILL AND CONFIRM THAT IT SHUTS OFF THE WATER SUPPLY WHEN THE WATER PAN IS FULL.**
  - **INSTALL THE FRONT COVER ON THE HUMIDIFIER.**
- **THE PAD SHOULD BE CHECKED AT THE BEGINNING OF EVERY SEASON BECAUSE IT EVENTUALLY WILL DETERIORATE AND WILL SIMPLY FALL APART.**
- **THE DAMPER ON THE DUCT SHOULD BE OPENED AT THE BEGINNING OF THE HEATING SEASON AND SHOULD BE CLOSED AT THE END OF THE HEATING SYSTEM.**
- **THE BALL VALVE ON THE WATER SUPPLY LINE SHOULD BE OPENED AT THE BEGINNING OF THE HEATING SEASON AND CLOSED AT THE END OF THE HEATING SEASON.**
- **RECORD THE DATE OF THE SERVICE IN THE HUMIDIFIERS MAINTENANCE LOG.**

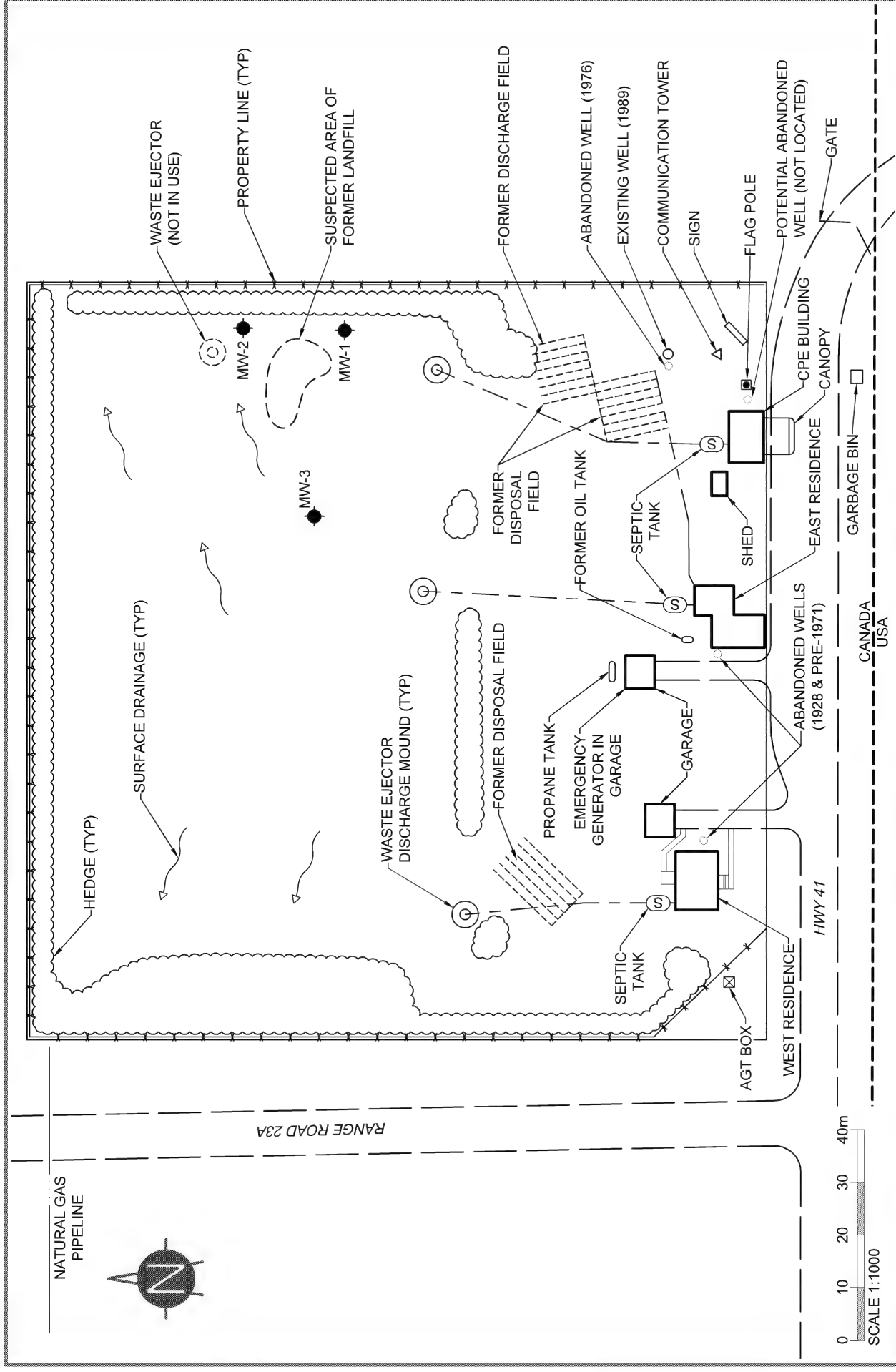
### **HOUSES:**

- **THESE HUMIDIFIERS ARE BEING SUPPLIED WITH WATER FROM THE BUILDING WATER DISTRIBUTION SYSTEM. THIS WATER HAS A VERY HIGH CONCENTRATION OF TOTAL DISSOLVED SOLIDS (3000 PPM) WHICH WILL BUILD UP VERY QUICKLY IN THE WATER TRAYS, DRUMS AND FLOATS IN THESE UNITS.**
- **THESE HUMIDIFIERS SHOULD BE CLEANED AT LEAST ONCE A MONTH DURING THE HEATING SEASON AS FOLLOWS:**
  - **CLOSE THE SUPPLY VALVES (SADDLE VALVES ON THE COPPER WATER LINES).**
  - **REMOVE THE FRONT COVER FROM THE HUMIDIFIER.**
  - **REMOVE THE PIN IN THE VALVE TO REMOVE THE VALVE FLOAT ASSEMBLY.**
  - **REMOVE THE DRUM ASSEMBLY.**
  - **REMOVE THE PAD FROM THE DRUM ASSEMBLY.**
  - **REMOVE THE WATER PAN.**
  - **CLEAN BUILD-UP OF SOLIDS FROM THE VALVE FLOAT, DRUM ASSEMBLY AND WATER TRAY.**
  - **INSTALL NEW PAD ON THE DRUM ASSEMBLY.**
  - **INSTALL THE DRAIN TRAY.**



**HOUSES (CONTINUED):**

- **INSTALL THE DRUM ASSEMBLY.**
- **INSTALL THE VALVE FLOAT ASSEMBLY.**
- **OPEN THE WATER VALVE.**
- **ALLOW THE WATER PAN TO FILL AND CONFIRM THAT IT SHUTS OFF THE WATER SUPPLY WHEN THE WATER PAN IS FULL.**
- **INSTALL THE FRONT COVER ON THE HUMIDIFIER.**
- **THE DAMPER ON THE DUCT SHOULD BE OPENED AT THE BEGINNING OF THE HEATING SEASON AND SHOULD BE CLOSED AT THE END OF THE HEATING SEASON.**
- **THE BALL VALVE ON THE WATER SUPPLY LINE SHOULD BE OPENED AT THE BEGINNING OF THE HEATING SEASON AND CLOSED AT THE END OF THE HEATING SEASON.**
- **RECORD THE DATE OF THE SERVICE IN THE HUMIDIFIERS MAINTENANCE LOG.**



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Public Works & Government Services Canada

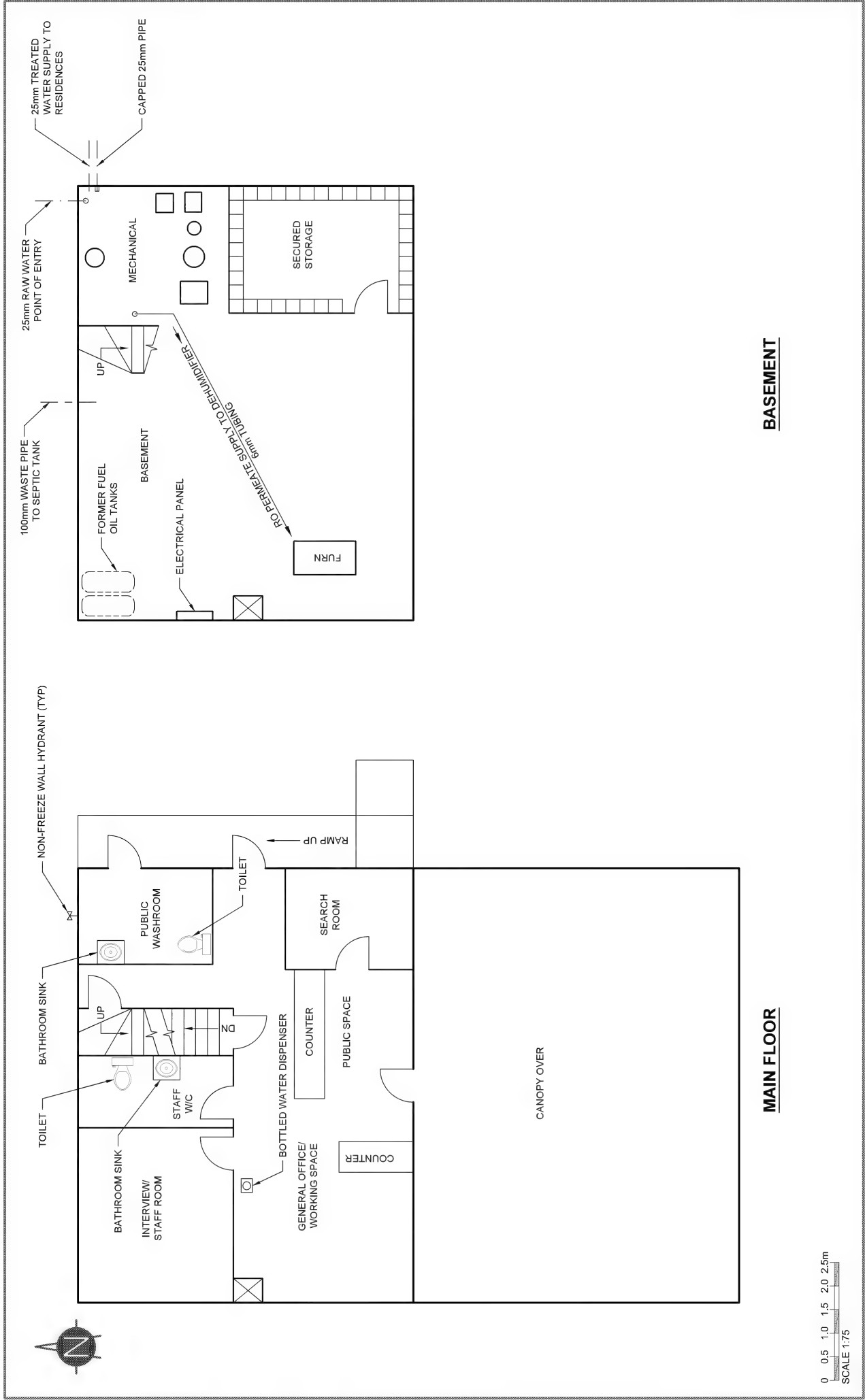
Canada Border Services Agency

Wild Horse Border Crossing Facility, Alberta

Site-Specific Potable Water Risk Assessment

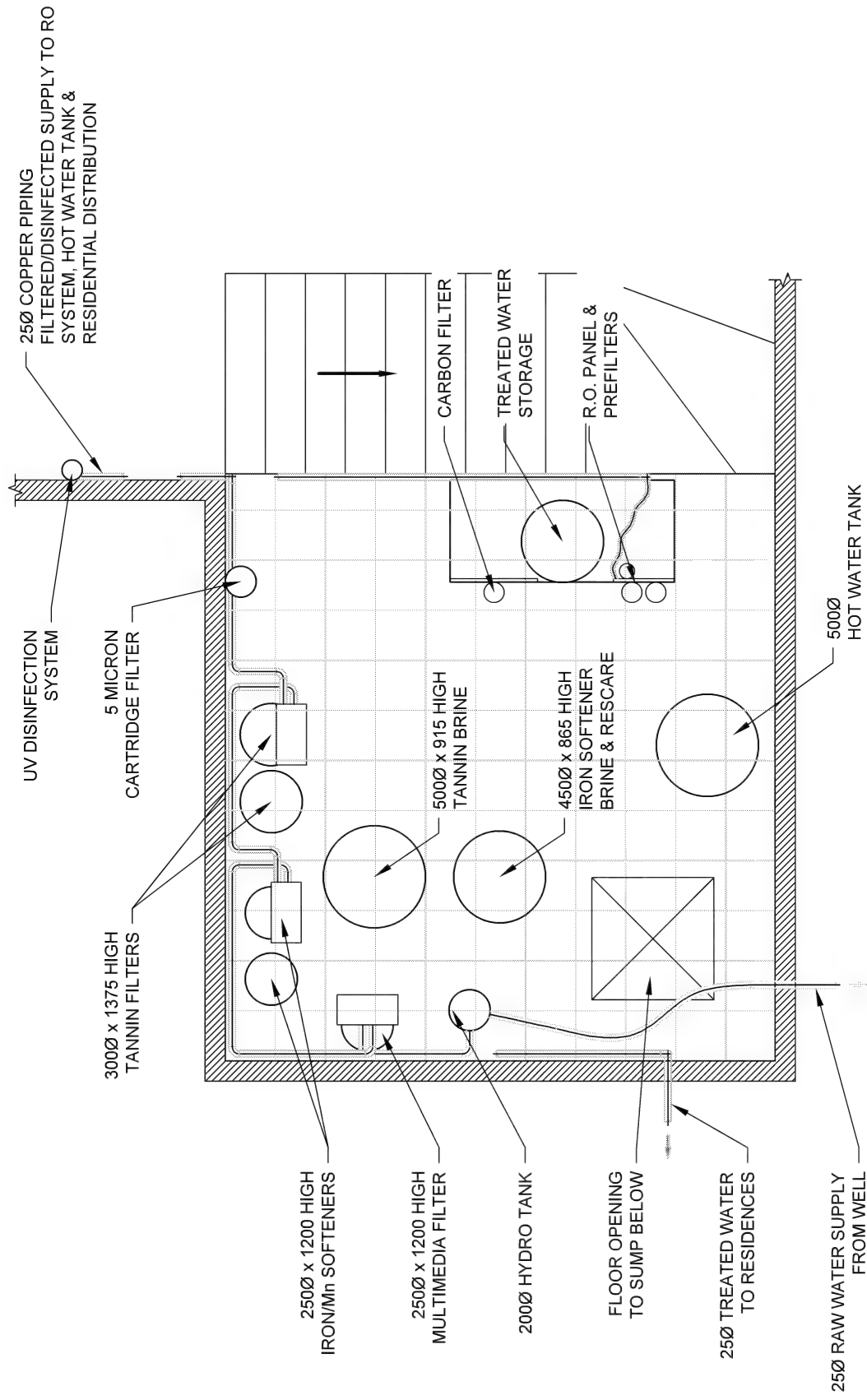
Site Plan

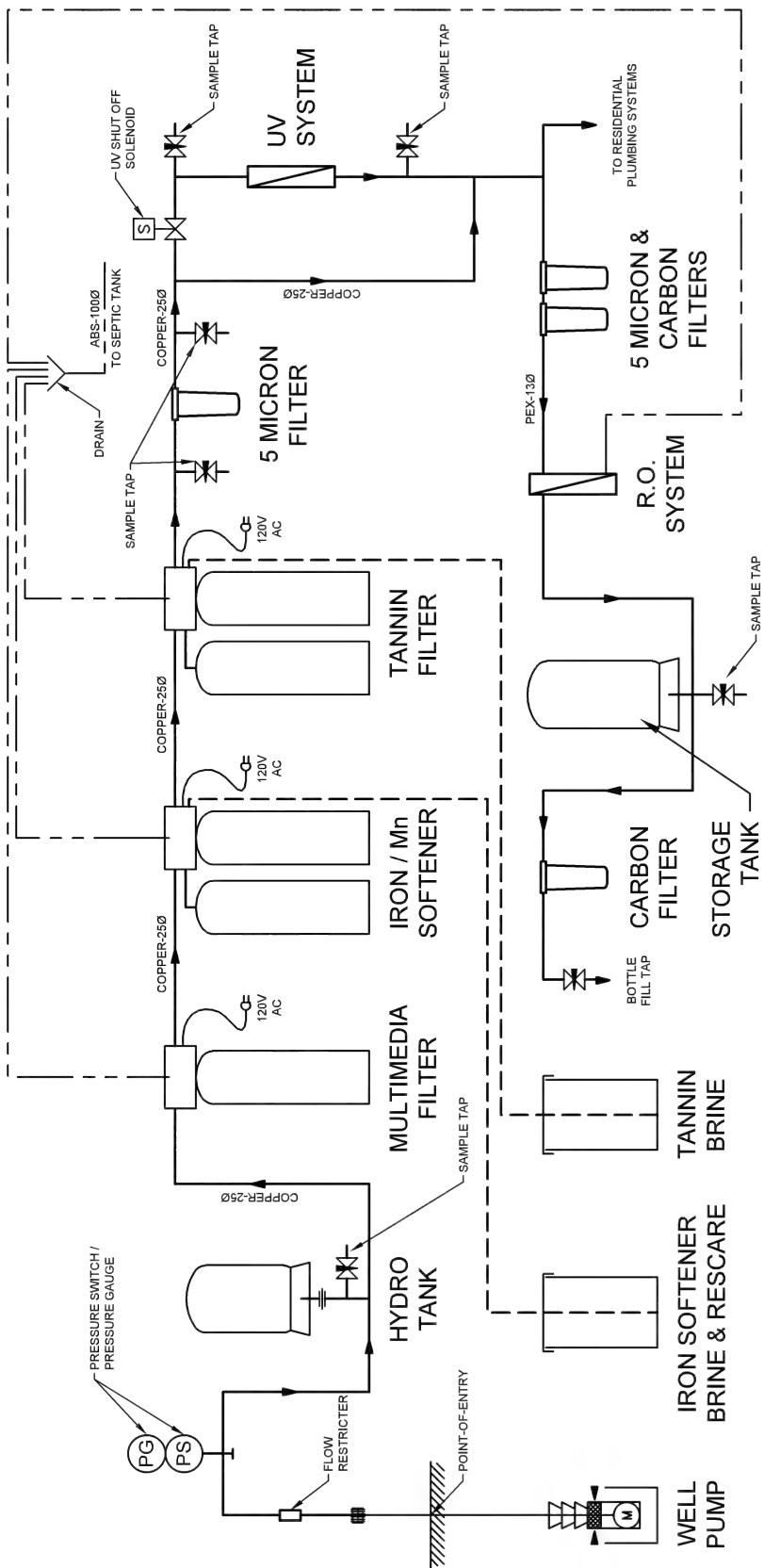
Figure 03



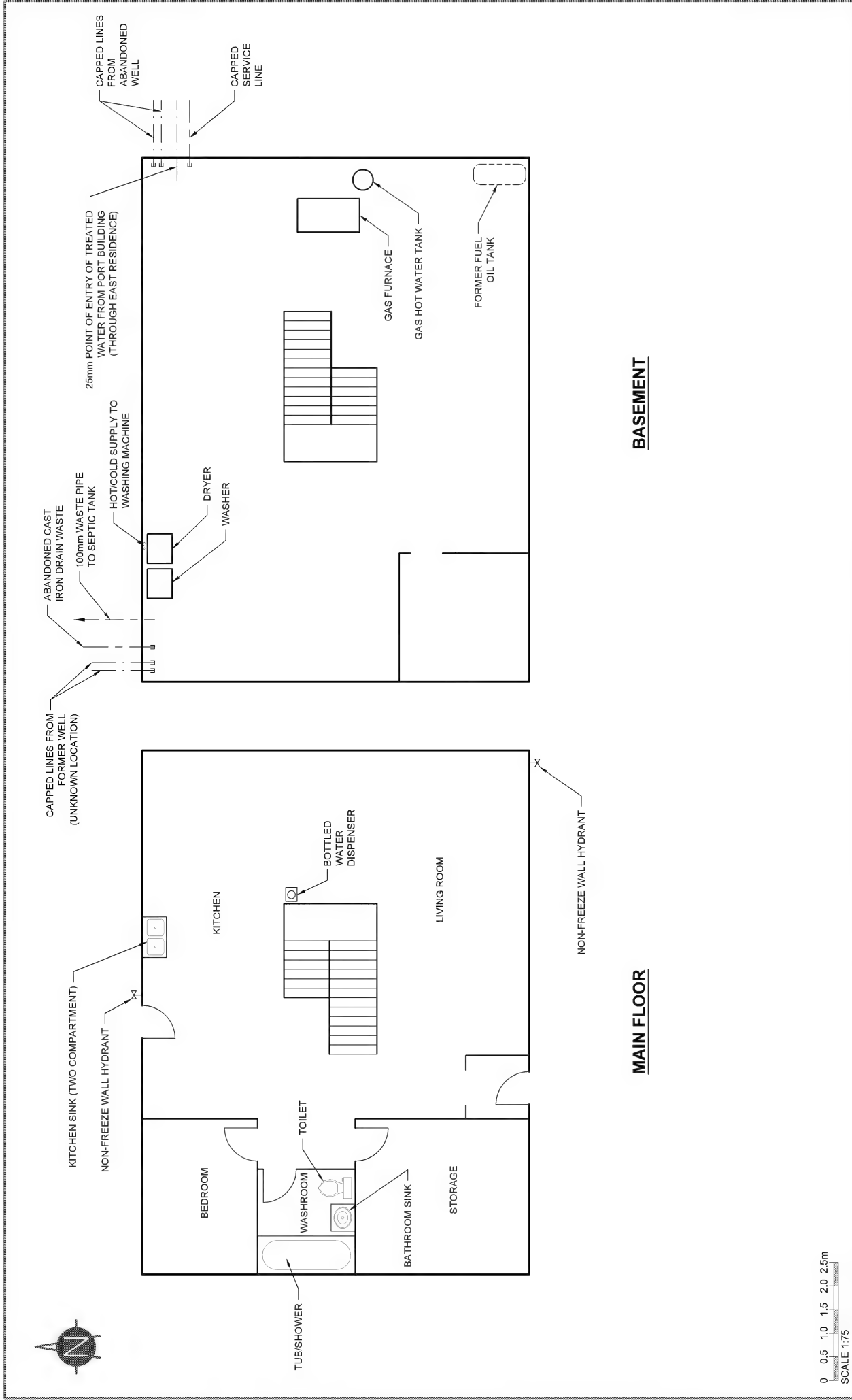
**CPE Building**  
**Floor Plan**  
**Figure 04**

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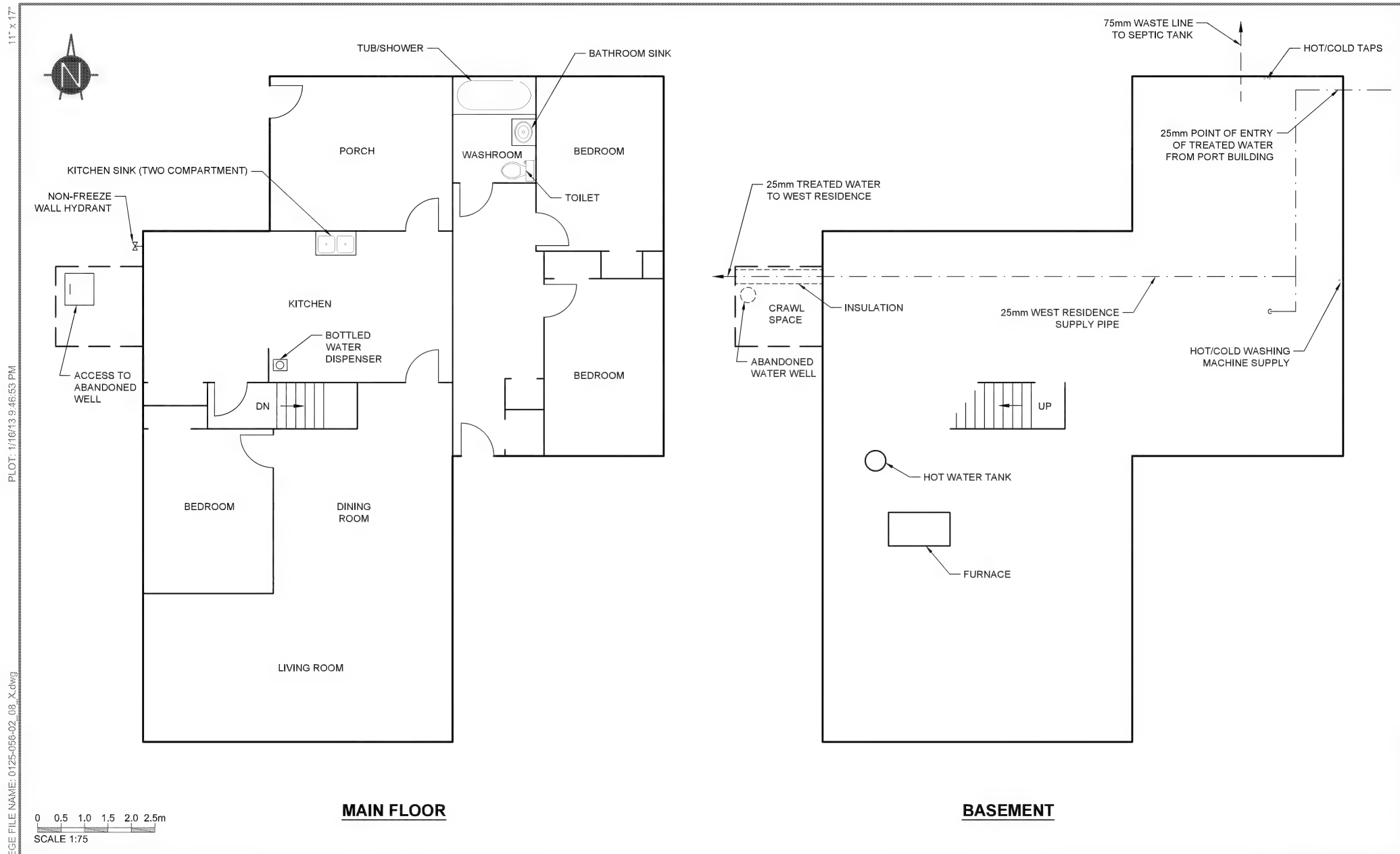
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TYPE:	SUBMERSIBLE	TYPE:	HYDRO-PNEUMATIC	TYPE:	PRESSURE	TYPE:	PRESSURE	TYPE:	PRESSURE
MANUF:	GOULDS	DIM:	2000 x 300	DIM:	2500 x 1200	DIM:	2500 x 1200	DIM:	3000 x 1350
MAKE:	7LS05412	MANUF:	FLEXCON IND.	MEDIA:	SAND??	MEDIA:	RESIN	MEDIA:	RESIN
SIZE:	100 mm	MODEL:	PJR 6	MANUF:	NOVATEK	MANUF:	NOVO	MANUF:	NOVO
CAP.:	X.XX L/s @ XXX.X m	MAX PR:	125 PSI	MODEL:	NMFM10	MODEL:	CDA-30-1TD-2TX	MODEL:	COD-20-75TD-2TS-850
POWER:	0.5 hp	CAP:	8.0 L	VALVE:	FLECK 2150 ??	VALVE:	FLECK 3200 ??	VALVE:	FLECK 3200 ??
NOTES:	230V/1 φ	R.O. SYSTEM		STORAGE TANK		BRINE TANK			
UV SYSTEM		MANUF:	WATERGROUP	TYPE:	HYDRO-PNEUMATIC	TYPE:	POLYETHYLENE		
MODEL:	SCM-320	MODEL:	WGR-300	DIM:	4000 x 1100	CAP.:	160 L (45 USGAL)		
LAMP:	S320RL-HO	ELEMENT:	FILMTEC-TW30-2521	MANUF:	PENTAIR				
SLEEVE:	QS-320	MOTOR:	0.33 HP	MODEL:	WELL MATE 0120				
BALLAST:	BA ICE-CM	FILTER:	SEDIMENT / CARBON	MAX PR:	125 PSI				
				CAP:	112 L				



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**West Residence**  
**Floor Plan**  
**Figure 07**



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East Residence  
 Floor Plan

Figure 08

**PUBLIC WORKS AND  
GOVERNMENT SERVICES CANADA**

**Canada Border Services Agency  
Site-Specific Potable Water Management Plan  
Wild Horse Border Crossing Facility, Alberta**



**March 2013**

**Project No.: 0125 056 02**

**Prepared for:**

Public Works and Government Services Canada  
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Edmonton, Alberta  
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**Prepared by:**

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Winnipeg, Manitoba  
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# EGE Engineering Ltd. Engineering, Geosciences & Environmental

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March 14, 2013

File: 0125 056 02

Public Works and Government Services Canada  
Environmental Services  
5<sup>th</sup> Floor, Telus Plaza North, 10025 Jasper Avenue  
Edmonton, Alberta  
T5J 1S6

**Attention: Mr. Michael Brownlee  
Environmental Specialist**

**RE: Site-Specific Potable Water Management Plan  
Wild Horse Border Crossing Facility, Alberta**

Dear Mr. Brownlee,

EGE Engineering Ltd. is pleased to submit the following Site-Specific Potable Water Management Plan completed for the Wild Horse Border Crossing Facility located south of Wild Horse, Alberta. The site-specific Management Plan was completed to serve as a "user's manual" for the facility in meeting their obligations to ensure safe drinking water at the site.

Should you have any questions or require any additional information on the report please contact the undersigned at (204) 226-7378.

Sincerely,

**EGE ENGINEERING LTD.**



Larry Bielus, M.Sc., P.Eng.  
Senior Geological Engineer  
Lpb/lb

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## 1.0 INTRODUCTION

EGE Engineering Ltd. (EGE), in association with Associated Engineering (AE), were retained by Public Works and Government Services Canada (PWGSC), Environmental Services Branch - Western Region on behalf of the Canada Border Services Agency (CBSA), to conduct a Site-Specific Potable Water Risk Assessment and to develop a Site-Specific Potable Water Management Plan for the Wild Horse Border Crossing Facility located south of Wild Horse, Alberta. The program was completed under the Environmental Services Supply Agreement, PWGSC File Number R.060382.002 and in accordance with EGE's proposal for environmental services, dated October 2, 2012 <sup>(1)</sup>. The Site-Specific Potable Water Risk Assessment has been submitted under separate cover.

The Site-Specific Potable Water Management Plan was developed using the guidelines, principles and information sources referenced in the Terms of Reference (ToR) <sup>(2)</sup>, including: Health Canada's *Guidance for Providing Safe Drinking Water in Areas of Federal Jurisdiction* (December 2009) <sup>(3)</sup>; *CBSA National Potable Water Quality Monitoring Program*; *CBSA Facility Management Database*; *CBSA Checklist*; Health Canada's *Guidelines for Canadian Drinking Water Quality* (August 2012) <sup>(4)</sup>; and *Risk-Based Evaluation Tool for Potable Water Management at CBSA Border Crossing Facilities* (December 2011) <sup>(5)</sup>. As outlined in the ToR, the specific project objectives for the Management Plan were to prepare a document that would serve as a comprehensive management tool for the facility managers and maintenance staff.

### 1.1 PURPOSE OF MANAGEMENT PLAN

As a federal employer, CBSA is required to ensure that the drinking water that it provides to staff and visitors at its border crossing facilities across the country is safe, reliable and available in sufficient quantity. Health Canada provides guidance that is intended to assist federal site managers in fulfilling their obligations in providing safe potable water, but in some cases, a concerted effort is needed to adequately evaluate the state of its systems that will ultimately result in corrective actions being taken (where necessary), and regular site-specific water quality monitoring being performed.

The Potable Water Management Plan serves as a "user's manual" for the facility managers, the water system operators and others responsible for providing safe drinking water quality. To be effective, the Management Plan is site-specific in nature, and is required to provide all procedures, signage examples, template log sheets and equipment documentation needed for adequate operation of the treatment and distribution network. The Management Plan also outlines a proposed potable water quality sampling program. The recommended management components are derived from the guidance provided by Health Canada <sup>(3)</sup>. CBSA, through PWGSC, has contracted EGE to develop the Site-Specific Potable Water Management Plan for the Wild Horse Border Crossing Facility.

### 1.2 DEFINITIONS

**Aesthetic Objective (AO)** - Aesthetic objectives address parameters that may affect consumer acceptance of the water even though the substance is found at a concentration below which health effects appear. These parameters generally affect characteristics such as taste, odour and colour.

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**Aquifer** - A geological formation of permeable rock, sand or gravel that conducts groundwater and yields significant quantities of water to springs and wells.

**Biofilm** - A community of microorganisms attached to a solid surface, such as the inside wall of a pipe, in an aquatic environment.

**Chlorine Residual** - Where chlorine or chloramine is used as a secondary disinfectant, chlorine residual is the concentration of chlorine species present in the water after the oxidant demand has been satisfied. Also referred to as Free Chlorine Residual.

**Drinking Water** - Water that is safe for human consumption.

**Drinking Water System** - All aspects from the point of collection of water to the consumer (can include groundwater supplies, surface water, storage reservoirs and supply systems, intakes, treatment systems, service reservoirs, distribution systems and plumbing).

***Escherichia coli (E.coli)*** - *E.coli* is a member of the total coliform group of bacteria and is the only member that is found exclusively in the faeces of humans and other animals. Its presence in water indicates not only recent faecal contamination of the water but also the possible presence of intestinal disease-causing bacteria, viruses and protozoa. The detection of *E.coli* should lead to the immediate issue of a boil water advisory and to corrective actions being taken.

**Groundwater** - Subsurface water occurring below the water table (phreatic surface) in the saturated zone, in which all pores are filled with water under hydrostatic pressure.

**Groundwater Under the Direct Influence of Surface Water (GUDI)** - Any water beneath the surface of the ground with: (i) occurrence of insects or other microorganisms, algae, organic debris or large-diameter pathogens such as *Giardia lamblia* or *Cryptosporidium*; or (ii) significant fluctuations in water characteristics such as turbidity, temperature or pH that may closely correlate to climatological or surface water conditions.

**Guidelines for Canadian Drinking Water Quality** - The most recent version of the Health Canada guidelines containing health based, aesthetic or operation guidelines for varying parameters.

**Heterotrophic plate count (HPC)** - Heterotrophs are those microorganisms that use organic compounds for most or all of their carbon requirements. Most bacteria, including many of the bacteria associated with drinking water systems, are heterotrophs. HPC is a microbial method that uses colony formation on culture media to approximate the levels of heterotrophic flora. HPC does not, however, give an indication of the types of organisms present or their sources.

**Maximum Acceptable Concentration (MAC)** - MACs are the health-based limits for drinking water contaminants established in the Health Canada Guidelines for Canadian Drinking Water Quality. They are designed to protect human health. Guidelines are based on exposure over a lifetime.

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**Microorganisms** - There are three main types of microorganism that can be found in drinking water: bacteria; viruses; and protozoa. These can exist naturally or can occur as a result of contamination from human or animal waste.

**Micro System** - A drinking water system that serves between one and twenty-five people.

**Monitoring Program** - A list of substances that should be routinely monitored. A sanitary survey, in combination with a vulnerabilities assessment and baseline chemical analysis, will provide the information required to develop an appropriate monitoring program and treatment regime.

**Non-Potable Water** - Water that does not meet the definition of Drinking Water (ie: water that contains contaminants at concentrations in excess of the Guidelines for Canadian Drinking Water Quality).

**Plumbing** - A building's distribution pipes for bringing in the water supply. It includes pipes, fixtures and other apparatuses, soil, waste and vent pipes, along with connections within and adjacent to the building.

**Point of Entry (POE)** - The point at which the raw, untreated water enters a building and the water treatment system.

**Potable Water** - see Drinking Water.

**Point of Use (POU)** - Any fixture or location where water is distributed for human use, such as faucets, toilets, dishwashers, hoses, bottled water dispenser, etc.

**Sanitary Survey** - An on-site review, from intake to tap, of a water utility's raw water quality, facilities, equipment, operations and maintenance records for the purpose of evaluating the utility's ability to adequately treat source water in order to produce and deliver safe drinking water.

**Secure Groundwater** - Groundwater from an aquifer where microbiological contamination is unlikely to occur due to the formation of the rock, which protects the aquifer. It is typically determined by a hydrogeologist or other well specialist. Note: even the most secure groundwater may be at some risk of contamination, particularly from enteric viruses.

**Surface Water** - Surface water is: (i) any water body on the land surface, including running water such as streams, rivers and brooks or quiescent water such as lakes, reservoirs and ponds; (ii) water open to the atmosphere and subject to surface run-off.

**Total Coliforms** - Total coliforms belong to the family Enterobacteriaceae, that contain various species of the genera *Escherichia*, *Klebsiella*, *Enterobacter*, *Citrobacter*, *Serratia*, and many others. Some members of these groups are naturally occurring in the environment and are of faecal origin, while others are found exclusively in the environment. For this reason, total coliforms are not good indicators of faecal contamination.

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**Vulnerabilities Assessment** - A comprehensive assessment of the vulnerability of the source water in the environment. It includes three elements: (i) delineation of the watersheds, aquifers and their protection areas; (ii) identification of hazards, including contaminants of concern and their sources, where possible to determine; and (iii) assessment of susceptibility to contamination, and ranking of the hazards.

**Watershed** - The area draining naturally from a system of watercourses and leading to one body of water.

### **1.3 ROLES AND RESPONSIBILITIES**

There is no single federal department that has authority over drinking water quality on federal lands. Health Canada provides guidance upon request and leadership, but has no mandate to ensure safe drinking water in the federal realm. Each department or responsible authority is in charge of implementing a drinking water program in areas within its mandate and should be accountable for carrying out its duties. However, given the differences in the departmental structures, defining precisely who is responsible for drinking water management is difficult.

Each person involved with a drinking water program needs to know what is expected of them and their level of responsibility. Departments should make sure that all required tasks have been assigned to specific and qualified staff. While the duties to be performed can be contracted to a third party, the accountability and responsibility for meeting the drinking water program objectives remains with each department.

In addition to meeting regulatory requirements, federal departments, drinking water system operators, and other responsible authorities are expected to be able to demonstrate due diligence in carrying out their duties (whether these duties are regulated or not). Demonstrating due diligence means taking every precaution reasonable in the given circumstances to avoid harm. It also means having mechanisms in place to deal with non-compliance issues and for holding employees accountable for their decisions and actions. Some typical roles and responsibilities are outlined below.

**Responsible Authority (RA)** - The RA employs one or more persons and includes the RA's organization and any person who acts on behalf of the RA. In the context of drinking water programs, the RA includes each department and all levels of management. Although the employer may hire or designate a manager or operator-in-charge of drinking water systems, a duty remains with the employer to ensure that all requirements of the drinking water program are met. This duty is met through a commitment to the implementation, validation and verification of program elements, as well as through the appropriate response to complaints or deficiencies.

**Manager or Water Treatment Plant Operator** - The manager or water treatment operator, is ideally an individual who is on-site at the facility on a daily basis. In situations where one person cares for more than one facility, this person is expected to visit each facility on a regular schedule. The manager or operator-in-charge, is responsible for ensuring that the water treatment plant/system is operated in accordance with the appropriate protocols and guidelines, as well as for ensuring that the water consumers have access to safe drinking water.

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This person must assess the facility to identify any risks to the drinking water quality. This person must also develop a protocol specific to their facilities that references any applicable regulations and which follows best management practices. Other management duties include:

- Assessing the facility to identify risks to occupational and environmental health, specific to the purveyance of drinking water;
- Developing a mitigation or remediation plan, including time frames, costs and risk statements, to correct deficiencies;
- Developing a training and information plan for the employees who operate and maintain facilities;
- Securing services from qualified, accredited laboratories and consultants, as required;
- Developing a records system for potable water management;
- Developing incident and emergency response plans, including a communications plan;
- Preparing an annual report on all aspects of the drinking water system, including incidents and remedial actions;
- Developing public information packages;
- Encouraging the use of best management practices for system operations; and
- Ensuring that a third party evaluation/audit procedure is in place (and that cooperation is provided to ensure that all information is available to the auditor).

The manager or operator-in-charge must also ensure that anyone affected by problems with the drinking water supply is notified and kept well informed of developments. Potential contacts include: occupants; management; health and safety representatives at the facility; and the local Medical Officer of Health. Provincial regulatory branches could also be consulted. If the quality of the water at the facility is deemed unsafe, the manager is responsible for providing an alternate and safe supply of potable water for drinking, dental hygiene and food preparation.

**Technical Support Staff for Monitoring Drinking Water Quality Results** - These staff members are responsible for ensuring that the quality of drinking water is being monitored and results interpreted and communicated with the Responsible Authorities. In some situations, technical support staff may sample and test the drinking water quality, and are then responsible for following the sampling procedures to ensure consistent and accurate test results. If a portable lab has been used, staff must ensure that the QA/QC procedures are followed. If a laboratory service is used, staff must verify that the laboratory service is accredited to perform testing of the specific parameters.

**Health and Safety Representative** - Health and safety representatives at the facility should be involved and informed throughout the testing procedure and involved with the communication process. They can reinforce communications made by the manager or operator-in-charge and may facilitate the lines of communication by acting as liaisons between employees and management.

At the Wild Horse Border Crossing Facility, it is not clear that a defined matrix of responsibilities has been established for the operation of the water treatment system. Currently, on-site staff do not conduct regular monitoring or maintenance of the system. A third-party plumbing contractor is available to make maintenance calls, but is only notified when problems arise. PWGSC, on behalf of CBSA, currently



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manages the operation of the water treatment plant, but staff are not on-site daily and rely upon the local CBSA staff to notify them of problems between scheduled visits. Local CBSA staff do not have training in the operation and maintenance of the water treatment system. CBSA are the RA.

#### **1.4 REQUIRED TRAINING AND AVAILABLE TRAINING RESOURCES**

All staff or personnel involved in drinking water quality management must be adequately trained for their role and function(s). This includes personnel whose duties relate only to distribution systems, including plumbing. Training should be planned, executed and documented on a continuous basis, and must be directly applicable to and appropriate to the person's specific job and the type of facility being operated or managed. Specific mechanisms should be developed for evaluating the appropriateness and effectiveness of the training.

Regardless of whether an operator is certified, training is essential. Operators of federal drinking water treatment facilities must be trained to the appropriate level for their facility. It is recommended that federal departments follow the Association of Boards of Certification (ABC) system for classification of facilities and certification of operators, which are used by most other Canadian jurisdictions. In the case of less complex treatment systems, operators may participate in system-specific training that would provide a site-specific equivalent to a certification for this role only. Such a certificate would not be recognized as being valid at other facilities. For departments with an "equivalent to certified" program, mandatory certification may not be required, but operators should aim to have an equivalent amount of training as their certified counterparts.

At the Wild Horse Border Crossing Facility, staff that are not familiar with the treatment equipment will need to become familiar with the Operations and Maintenance (O&M) manual found in Appendix A. The staff will also need to refer to the Material Safety Data Sheets (MSDS) for the softener salt and Res Care chemical for proper handling procedures, which is found in Tab 4 of the O & M Manual in Appendix A.

It is recommended that the staff who are designated to operate the water system at the Wild Horse Facility obtain their Class 1 Water Treatment certification from the Alberta Operator's Association. Since the source water is at risk and has experienced contamination, the operator(s) should become aware of the risks associated with these types of systems. If the system were to be upgraded to a potable system, with more treatment processes (primary and secondary disinfection) the system will become more complex and need a higher level of understanding of the operation and maintenance.

## **2.0 SITE DESCRIPTION**

The Wild Horse Border Crossing Facility is located on Provincial Highway 41, approximately 120 km south of Medicine Hat, Alberta and 20 km west of the Saskatchewan border. The 142 by 142 m property is occupied by a CPE (Customs Port of Entry) office building and small storage shed at the southeast corner, a residence and detached garage at the southwest corner (West Residence) and a second residence and detached garage/emergency generator building (East Residence) located in the south central area of the property. A RCMP communication tower is also located in the southeast corner of the site. The buildings occupy approximately 1.75% of the site, with the remainder of the site comprised of landscaped and naturally vegetated areas, and parking/driveway areas along the south boundary of the site. Figures 01 and 02 provide a location plan and surrounding land use plan for the site, respectively. A site plan is provided as Figure 03 and a building floor plan for the CPE is provided as Figure 04.

The facility is currently staffed by four full-time CBSA customs inspectors. Public use of the facility is restricted to the administration area at the south end of the CPE building and public washroom accessed from the northeast exterior of the CPE building. On-site personnel indicated the Wild Horse Border Crossing Facility can receive up to 233 vehicles on a peak day. The average number of daily visitors was not provided by CBSA, however, it is expected that this number is substantially less than the 233 peak vehicles. The number of visitors using the washroom facilities is also expected to be even less. On the basis that the number of on-site staff and site visitors using the washroom facilities is less than twenty-five, the water system at Wild Horse would be classified as a “micro-system” <sup>(3)</sup>.

Independent septic systems are installed at each of the two residences and the CPE building. The systems consist of: two dual-chamber fibreglass tanks (residences) and one dual-chamber concrete septic tank (CPE building); and septic ejector jets that discharge to the surface north of each building. There is also a fourth ejector jet northeast of the current CPE building ejector jet that is no longer being used. A previous wastewater study completed at the Wild Horse Border Crossing Facility in 2002, by Wardrop Engineering Inc <sup>(6)</sup>, indicated that the CPE building and east residence used the septic ejectors, while the west residence utilized a septic field located north of the building.

The septic tank and the ejector jet for the CPE building are located approximately 17 m west-southwest and 45 m north of the existing water well, respectively. The three septic ejector jets discharge directly to ground surface approximately 56 m north of the CPE building, 48 m north of the east residence and 37 m north of the west residence. The construction details and exact location of the septic field north of the west residence are not known; however, based on a previous site plan provided by CBSA, the field is shown to be approximately 20 m north of the building. The same site plan also illustrates two former in-ground septic fields located approximately 15 and 25 m north of the CPE building, which likely served both the east residence and the CPE building. The approximate locations of the in-ground septic fields and ejector jets are illustrated on Figure 03.

The surrounding land use consists of Range Road 23A and natural grass/pasture land to the west, natural grassland to the north, east and southwest, crop land to the southeast (U.S.), and the Port of Wild Horse U.S. Customs crossing located across Highway 41 south of the site. The nearest surface water

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body is a small creek located approximately 400 m northeast of the site. The surrounding land use is shown on Figure 02.

CBSA is currently the water system authority for the facility. PWGSC personnel provide on-site management of the buildings and structures on the property. The RCMP communication tower and equipment located in the basement of the CPE building are maintained independently of CBSA and PWGSC activities. On-site servicing of the water treatment system is provided by Stenger's Plumbing and Heating Ltd., a third party contractor based out of Medicine Hat, Alberta.

## **2.1 WATER SOURCE TYPE, DESCRIPTION AND LOCATION**

Historically, raw water for the Wild Horse Border Crossing Facility has been supplied by groundwater wells. Geological information presented on the water well drilling record, dated September 1989, indicates that the stratigraphy underlying the site includes up to 21 m of glacial-lacustrine sediments, consisting of undifferentiated sand and clay till deposits. The underlying bedrock is composed of sandstone, siltstone, mudstone and shale of the Oldman/Foremost Formations. The regional groundwater supply below Onefour, Alberta, which is located about 22 km northwest of Wild Horse, Alberta, is from the sandstone bedrock <sup>(7)</sup>.

The topography at the site and in the surrounding area is flat to slightly undulating. Overall, the topography at the site slopes slightly to the north, with the north-western area sloping to the northwest and the north-eastern area to the northeast. Surface runoff appears to drain towards the east and west sides of the site, and the direction of the shallow groundwater flow is expected to follow the site topography. Regionally, groundwater flow is expected to be towards Milk River Lake, which is located about 1.2 km northwest of the site. The shallow and regional groundwater flow directions are shown on Figure 03.

According to the Government of Alberta Water Well Database, there are seventeen water wells located within a 2.5 km radius of the site. Ten of the wells were listed for domestic and/or livestock use, three were listed for livestock use only, and four were listed as use unknown. Four wells were listed in the database for the Canada Customs property, one dated 1928 (to a depth of 15.24 m), one dated prior to 1971 (to a depth of 106.68 m), one dated 1976 (to a depth of 18.29 m) and the most recent well dated 1989 (originally drilled to a depth of 30.48 m and later deepened to 91.44 m).

Three abandoned wells and one existing well were identified on the property at the time of the 2012 site inspection, and it is assumed that these correspond to the four wells listed in the database. However, with the exception of the 1976 and 1989 wells, there are no records indicating the exact location of the 1928 and pre-1971 wells. There are also no decommissioning reports available for any of the abandoned wells on the property. The locations of the three abandoned wells and the one existing well that were identified at the site are highlighted on Figure 03.

## **2.2 WATER SOURCE DESCRIPTION**

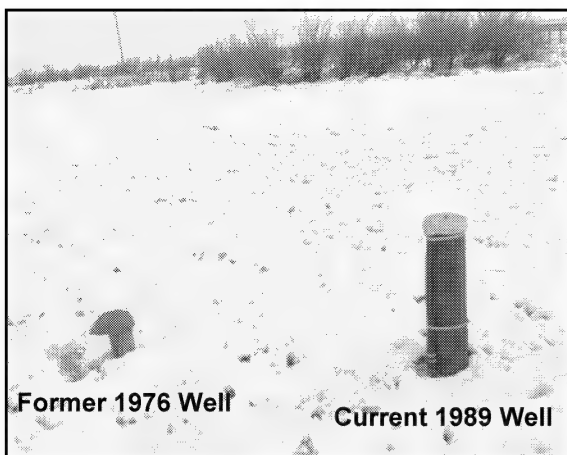
Currently, raw water at the site is supplied by the 1989 well (Well ID 153054), a 91.44 m deep well located approximately 17 m northeast of the CPE building. The well was originally installed in May, 1989

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by Camfield Drilling Services Ltd., based out of Lethbridge, Alberta. The well was installed using air rotary methods and was deepened to 91.44 m in November 1989. The lithology of the well was described as 3 m of fine grained sand and silt, overlying clay till, containing some sandy sections, extending to a depth of 21.3 m. The overburden was underlain by multiple layers of shale, siltstone and sandstone, to the completion depth of 91.44 m, within the Verdigris Member (Foremost Formation). The deeper overburden (15.8 to 18.9 m) and the intermediate depth sandstone (58 to 59 m) were noted to have poor production and/or water quality.

The well is cased with a 16.81 cm outside diameter steel casing, which extends to a depth of 24.38 m and has a finished stick-up of 0.71 m. A 14.12 cm diameter steel liner was installed inside the steel casing to a depth of 60.96 m, with a secondary 0.10 m diameter steel liner installed to a final depth of 91.44 m below ground surface. The secondary liner is perforated between a depth of 85.34 and 91.44 m, with an open bottom. The annular seal, consisting of cement/grout, was placed from surface to a depth of 60.96 m. The formation log indicates that the well intake was installed within layers of siltstone and sandstone. A two hour test pumping program was completed after installation at a sustained pumping rate of 90.92 L/min, and from a withdrawal depth of 42.7 m and a starting static water level of 30.5 m. The water level after 120 minutes of pumping was 42.7 m. The well is located at UTM coordinates: 557358 E, 5427722 N, in Zone 12U. The water level in the well was measured on October 26, 2012 at 13.655 m below the top of the casing. The wellhead was secured with an aluminum cap attached with two screws and two bolts.



*Photo 01: Former (left) and current (right) wells located northeast of the CPE building.*



*Photo 02: Submersible pump wiring at current well.*

The raw water pipeline between the current well and the CPE building is a 25 mm HDPE pipe, and consists of new and old sections of pipe. The pipe enters the northeast corner of the CPE building, where it is reduced down to a 19 mm copper pipe after passing through a flow restrictor. The raw water is then passed through a POE treatment system.

Potable water for the Wild Horse Border Crossing Facility is provided through the supply of 20 L bottled water containers obtained from Pure & Simple Water in Lethbridge, Alberta. The CPE building and residences each have individual water cooler dispensers for use by CBSA staff.

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## 2.3 TREATMENT SYSTEM DESCRIPTION

The micro-scale POE water treatment system is located in the northeast corner of the basement in the CPE building, as shown on Figure 04. The raw water enters the CPE building through the basement wall in the northeast corner near the floor. The raw water supply is connected to a hydro-pneumatic tank then flows through a multimedia filter to reduce turbidity. Following the multimedia filter, the water then passes through an iron guard softener for hardness and iron reduction, and then through a second set of resin beds for tannin removal (to improve water clarity for the ultraviolet (UV) unit). The last process in the system is a UV reactor for pathogen inactivation. The two ion exchange systems (the Iron Guard Softener and the Tannin Removal System) are both dual vessel arrangements that operate in a duty-standby mode; when one vessel is regenerating, the other can still treat water.

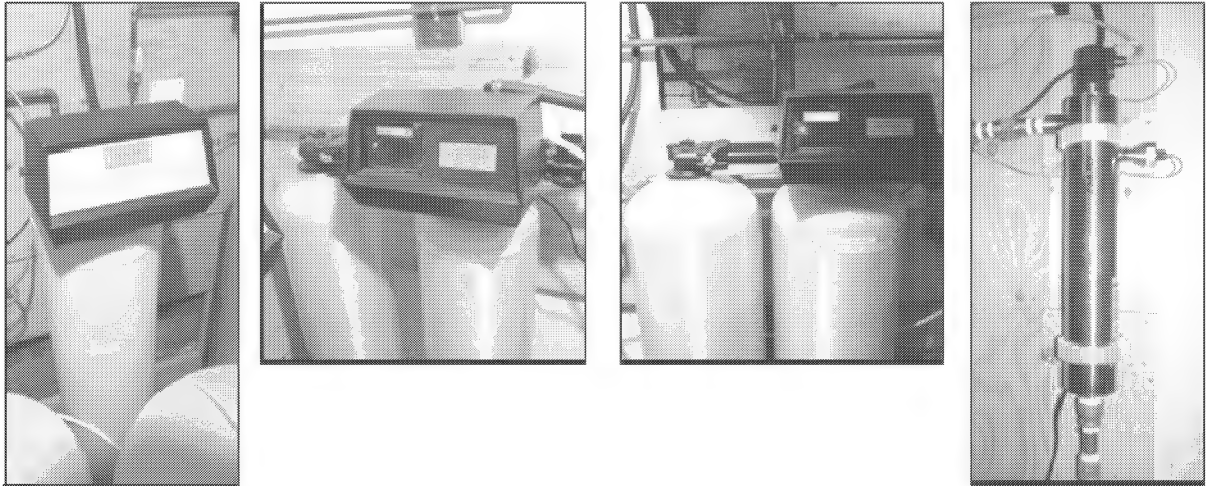
This system supplies all water to the CPE building and the two residences. The 30 liter-per-minute water treatment system is designed to reduce turbidity, hardness, iron and manganese. The UV reactor is intended to provide a pathogen barrier, but in actuality it is not technically rated for this application for public water systems. A stand-alone reverse osmosis (RO) system is also in place next to the water treatment system. This provides RO water to the humidifier on the furnace and had been used to provide a source of purified water for the bottled water dispensers. However, as noted earlier, CBSA has switched to a third-party supplier for bottled water and no longer uses the RO system to fill the 20 L bottles.

A detailed plan of the water treatment area and a process flow diagram are provided on Figures 05 and 06, respectively. The following is a summary of the treatment equipment on site. Representative photographs of the treatment system are also provided below.

Equipment Description	Year Installed	Quantity	Manufacturer	Model Number	Dimensions (mm)
Well Pump	2005	1	Goulds	7LS05412	n/a
Hydro-pneumatic Tank	2005	1	Jet-Rite 2	PJR 6	8.0 litres
Pressure/Pump - Control	2005	1	Controlpres	CP115	n/a
Multi Media Filter	2005	1	Novatek	NMMF10	250 x 1200
MMF Control Valve	2005	1	Fleck	2150	n/a
Iron Guard Softener	2011	2	Novo	CDA-30	230 x 1220
Softener Control Valve	2011	1	Fleck	9100 XT	n/a
Iron Guard Brine Tank	2011	1	USFilter	n/a	550 x 900
Tannin Removal	2012	2	Novo	COD-20	300 x 1300
Softener Control Valve	2012	1	Fleck	9100 XT	n/a
Brine Tank	2011	1	USFilter	n/a	550 x 900
UV Reactor	2012	1	Sterilight	SCM-320	n/a
Reverse Osmosis	2004	1	US Filter	WGR 300	n/a

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*Photos 03 to 06: From left to right: Multimedia Filter, Softeners, Tannin Removal Filters and UV reactor.*



*Photo 07: Reverse Osmosis system.*

The distribution system consists of site piping between the CPE building and the two residences, as well as the plumbing distribution systems within each of the three buildings. The site piping between the CPE building and the east residence is 25 mm HDPE tubing. The water supply then passes through the east residence and leaves through a second 25 mm HDPE line that feeds the west residence. At the POE to each of the three buildings the 25 mm HDPE pipe is reduced down to a 19 mm copper pipe that feeds the buildings' plumbing supply. Each building supply has a shut off valve at the POE. As well, each lavatory and toilet have their own shut off valves. All three buildings have copper supply lines throughout. The POE and POU locations at the CPE building, and the east and west residences, are shown on Figures 04, 07 and 08, respectively.

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The following table provides a list of the fixtures present at the CPE building.

Equipment Description	Location	Water Service Size	Comments
Toilet - 6L per flush	Staff Washroom	12 mm COLD	
Hand Sink	Staff Washroom	12 mm HOT/COLD	
Toilet - 6L per flush	Public Washroom	12 mm COLD	
Hand Sink	Public Washroom	12 mm HOT/COLD	
Toilet	2 <sup>nd</sup> Floor Bathroom	12 mm HOT/COLD	No access*
Hand Sink	2 <sup>nd</sup> Floor Bathroom	12 mm HOT/COLD	No access*
Shower Head	2 <sup>nd</sup> Floor Bathroom	12 mm mixed	No access*
Dish Sink	2 <sup>nd</sup> Floor Kitchen	12 mm HOT/COLD	
Wall Hydrant	Outside NE corner	12 mm COLD	Non-freeze style with vacuum breaker. Untreated supply

\* Room was locked and no CBSA or PWGSC personnel had keys or means of access.

The following is a list the fixtures present at the west residence:

Equipment Description	Location	Water Service Size	Comments
Toilet - 6L per flush	Bathroom	12 mm COLD	
Hand Sink	Bathroom	12 mm HOT/COLD	
Bath tub Faucet	Bathroom	12 mm HOT/COLD	
Shower Head	Bathroom	12 mm mixed	
Dish Sink	Kitchen	12 mm HOT/COLD	
Hot Water Tank	Basement	19 mm COLD	40 US gallon - gas heater
Washing Machine	Basement	12 mm HOT/COLD	
Wall Hydrant	Outside: N side	12 mm COLD	Non-freeze style with vacuum breaker.
Wall Hydrant	Outside: SE corner	12 mm COLD	Non-freeze style with vacuum breaker.



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The following is a list the fixtures present at the east residence:

Equipment Description	Location	Water Service Size	Comments
Toilet - 6L per flush	Bathroom	12 mm COLD	
Hand Sink	Bathroom	12 mm HOT/COLD	
Bath tub Faucet	Bathroom	12 mm HOT/COLD	
Shower Head	Bathroom	12 mm mixed	
Dish Sink	Kitchen	12 mm HOT/COLD	
Hot Water Tank	Basement	12 mm COLD	40 US gallon - gas heater
Wall Hydrant	Outside: NE corner	12 mm COLD	Non-freeze style with vacuum breaker.

Potable water for the Wild Horse Border Crossing Facility is provided through 20 L bottled water dispensers. The 20 L bottles were previously filled on site from the reverse osmosis treatment system in the basement of the CPE building. However, CBSA has recently switched to a third-party off-site supplier for bottled water, Pure & Simple Water located in Lethbridge, Alberta. The CPE building and residences each have individual water cooler dispensers for use by CBSA staff. Extra full and empty bottles are stored in the CPE building next to the bottled water dispenser. There were no readily accessible instructions for sanitization of the units on site and there no written records when the last cleaning took place. Representative photos of the CPE building and west residence dispensers are provided below.



*Photos 08 and 09: Bottled water dispensers at the CPE building (left) and west residence (right).*



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The following table provides a list of the bottled water dispenser units present at the Wild Horse Border Crossing Facility.

Equipment Location	Year Installed	Quantity	Manufacturer	Model Number
CPE Building	2004	1	EBCO/OASIS	B1SRPK-0101
West Residence	2004	1	Greenway	GWD200W
East Residence	2004	1	Greenway	GWD200W

## 2.4 DESCRIPTION OF VULNERABILITY RISK AND THREATS

The potable water supply is bottled water delivered in 20 L containers. Other than ensuring regular maintenance of the three dispensing units to ensure proper operation, and performing monthly disinfection to eliminate potential bacteriological growth, there is minimal risk with the current bottled water system.

The current CPE building water treatment system is not adequate to deal with any pathogens in the water source, therefore, it is deemed non-potable, along with all plumbing fixtures in the building. At the time of the site visit, all fixtures were adequately labelled, with “Non-Potable, Do Not Drink” signage and should continue to be displayed as such. However, the supply of non-potable water to a public facility is a source of risk and vulnerability to staff and visitors, as many people by habit do not think twice about consuming water from a tap (e.g. brushing teeth, washing hands, showering). The regular staff may be well aware that the water is non-potable, but visitors and the public may not be fully aware of the situation, and there is risk that they could consume the water from the taps.

The CPE building has one public washroom as part of the facility, however, there is no access to potable water (ie: bottled water dispenser) in this washroom or an adjacent public space. A bottled water dispenser should be located in an area clearly accessible to the public. It should be noted that the exterior wall hydrant on the CPE building is connected to the raw water supply ahead of the building treatment system. If the treatment system is upgraded to potable use, this tap will still remain non-potable.

It is not uncommon to find total coliforms in untreated groundwater in rural agricultural areas. Total coliforms are naturally occurring in the soil and in the gut of humans and animals, while *E.coli* are present only in the gut of humans and animals <sup>(3)</sup>. Based on the location and construction of the current and former wells, the most likely source and pathway for well and/or aquifer contamination is surface water run-off occurring directly into improperly constructed, sealed, capped or abandoned wells. This conclusion is supported by the historical information, which indicated that previous wellheads operated in close proximity to septic tanks, septic ejectors and former septic fields. In addition, an undocumented well may exist at the site, and it is not known if a proper seal was made or if the well was leaking while it operated or if proper decommissioning was completed.

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There is also potential for impacts from a former landfill that was located northeast of the CPE building. On a regional basis, off-site agricultural land use may also be contributing to the overall contamination of the regional aquifer and the issues related to coliforms may be the result of factors outside the property boundary.

The presence of the septic tanks and ejectors on-site presents a potential vulnerability to the groundwater supply. The historic operation of a septic system at the site, likely since the property was developed in 1928, has provided a long-term source of potential contaminants to the aquifer. The septic ejectors are located north of the buildings, and the ejector north of the CPE building does not meet the provincial setback distance of 50 m from the wellhead and none of the ejectors meet the setback distance of 90 m from the property line. The west ejector does not meet the setback distance of 45 m from a building. Other potential risks to the aquifer from on-site activities include the former use of heating fuel, which has historically been stored in both underground and aboveground storage tanks (USTs and ASTs).

The following is a list of the risks and vulnerabilities noted from the site visit and interviews:

Item	Risks and Vulnerabilities	Level of Risk
Source Water Protection	<ul style="list-style-type: none"> <li>The presence of septic tanks on-site and operation of septic ejectors north of the buildings increases the vulnerability of the local and regional aquifer to contamination.</li> <li>The practice of surface discharge of wastewater on the property should be discontinued as this practice poses a risk to the well head and source water contamination. The ejectors do not meet the setback distance of 90 m from the property line or 50 m from a well.</li> <li>The surrounding agricultural and livestock land use increases the vulnerability of the regional aquifer.</li> <li>The presence of former on-site ASTs and USTs containing heating oil increases the vulnerability of the local aquifer to contamination.</li> <li>The presence of a former landfill (dump site) north of the CPE building increases the vulnerability of the local aquifer to contamination.</li> <li>The presence of three abandoned wells, and possibly the presence of an additional abandoned well at an unknown location, increases the vulnerability of the local aquifer to contamination.</li> </ul>	<ul style="list-style-type: none"> <li>Low</li> <li>Medium</li> <li>Low</li> <li>Low</li> <li>Medium</li> <li>Medium</li> </ul>
Wellhead Protection	<ul style="list-style-type: none"> <li>Poor drainage away from the wellhead increases the vulnerability of the aquifer to contamination from surface infiltration along the well casing or directly into the well head.</li> </ul>	<ul style="list-style-type: none"> <li>Medium</li> </ul>

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Item	Risks and Vulnerabilities	Level of Risk
CPE Building Water Treatment System and Distribution System	<ul style="list-style-type: none"> <li>The current water treatment system is not adequate to achieve sufficient pathogen and virus inactivation. With a history of positive results for microbiological contamination of the raw water source, the system should be upgraded, with primary disinfection through chlorine, and UV disinfection retained for multi-barrier treatment. The system is vulnerable to the transmission of pathogens and viruses to the users, even when not consuming the water.</li> </ul>	<ul style="list-style-type: none"> <li>Medium</li> </ul>
No Chlorine Residual in Distribution System	<ul style="list-style-type: none"> <li>Lack of chlorine residual in the distribution system increases the risk that bacterial amplification may occur and that pathogens can be transmitted by the water distribution system. Although a chlorine residual is not technically required for a micro-system, it may still occur when chlorine is used as a disinfectant.</li> </ul>	<ul style="list-style-type: none"> <li>Low</li> </ul>
Bottled Water Supply for Public Use	<ul style="list-style-type: none"> <li>The only bottled water supply is located in the staff area. Without an obvious source of potable water for the public, there is a risk that visitors to the facility may drink water in the public washroom.</li> </ul>	<ul style="list-style-type: none"> <li>Low</li> </ul>
Hand Washing in Public Washroom	<ul style="list-style-type: none"> <li>There is a risk that pathogens and viruses can be transferred after washing hands in non-potable water. The lack of a hand sanitizer and instructions for use in the washroom increases the risk of this transfer.</li> </ul>	<ul style="list-style-type: none"> <li>Low</li> </ul>
Regular Maintenance of Bottled Water Dispensers	<ul style="list-style-type: none"> <li>Bottled water systems have the potential to develop bacterial growth without proper and regular maintenance to sanitize the system.</li> </ul>	<ul style="list-style-type: none"> <li>Low</li> </ul>
Providing Non-Potable Water to Living Quarters (East and West Residences)	<ul style="list-style-type: none"> <li>The CBSA employees reside both on-site and off-site, and therefore, a habit change is required when living on-site to adjust to the non-potable water source and to avoid consumption of the water. There is an increased risk for ingestion based on habits developed from living with potable water. Individuals who live with non-potable water develop stronger habits to avoid unnecessary consumption of the water, and they can also develop some tolerance to the specific water quality.</li> <li>The CBSA employees may accidentally ingest non-potable water during normal activities such as brushing teeth, washing hands, washing food and showering (see below).</li> </ul>	<ul style="list-style-type: none"> <li>Low</li> <li>Low</li> </ul>

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Item	Risks and Vulnerabilities	Level of Risk
Presence of Showers	<ul style="list-style-type: none"> <li>The showers in all three buildings are supplied with non-potable water, which increases the risk of ingestion of non-potable water and/or inhalation of non-potable water vapor, thereby transferring pathogens and viruses to the user.</li> </ul>	<ul style="list-style-type: none"> <li>Low</li> </ul>
UV System Not Certified	<ul style="list-style-type: none"> <li>The UV unit for a small public water system such as the CBSA Wild Horse Facility is required to be Certified NSF Standard 55 Class A.</li> <li>The existing UV unit (Sterilight Cobalt SCM-320) is not certified to the required standard for a public water system. The manufacturer recommends primary disinfection (chlorination) prior to secondary disinfection (UV) for this reactor model.</li> </ul>	<ul style="list-style-type: none"> <li>Medium</li> <li>Medium</li> </ul>

### 3.0 MAINTENANCE AND INSPECTIONS

#### 3.1 MAINTENANCE AND INSPECTION REQUIREMENTS

The following table outlines the maintenance and inspection requirements for the major assets associated with the micro-scale water supply system at the Wild Horse Border Crossing Facility. Detailed information on system operation and maintenance is presented in the Operating and Maintenance Manual that is presented in Appendix A. A site specific maintenance and inspection log can be found within the Standard Operating Procedures that are provided within the Operating and Maintenance Manual in Appendix A. Specific procedures for well shock chlorination are provided in Section 3.2, and procedures for care and maintenance of the bottled water systems are provided in Section 3.3.

Equipment Description	Maintenance Frequency	Maintenance Task
Raw Water Well	Annually	<ul style="list-style-type: none"> <li>Check that the well is operated within the specified pumping rate.</li> <li>Monitor quantity of water produced to verify pump is working properly and the well yield is not dropping.</li> </ul>
	Monthly	<ul style="list-style-type: none"> <li>Read and record the static and operating water levels to determine data trends over time.</li> <li>Check that the well cap is securely in place and watertight.</li> <li>Check the pump and pipe connections, and that the well casing is adequately sealed.</li> </ul>
Raw Water Supply Line	Monthly	<ul style="list-style-type: none"> <li>Install a flow meter, and record the instantaneous and cumulative flow data.</li> </ul>
Hydro Pneumatic Tank	Annually	<ul style="list-style-type: none"> <li>Inspect tank for rust, leaks and sediment build-up.</li> <li>Drain and flush tank.</li> <li>Check pre-charge air pressure.</li> </ul>
Pressure Switch	Annually	<ul style="list-style-type: none"> <li>Check the start and stop pressure settings on the pressure gauge.</li> </ul>
Multi Media Filter	Annually	<ul style="list-style-type: none"> <li>Check the volume of media in the vessel to monitor for attrition. Top up or replace as per the supplier's recommendation.</li> </ul>

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Equipment Description	Maintenance Frequency	Maintenance Task
MMF Control Valve	Monthly	<ul style="list-style-type: none"> <li>• Check the "Time of Day" to ensure it is accurate and is moving.</li> <li>• Check for leaks.</li> <li>• Ensure that the backwash frequency is appropriate for the water quality. If the frequency is too low, the filters may plug more frequently and cause higher pressure on the incoming raw water line.</li> <li>• Watch and time a backwash cycle (or manually initiate one) to ensure it is as per the set points.</li> </ul>
Iron Guard Softeners and Tannin Removal Filters	Annually	<ul style="list-style-type: none"> <li>• Check the volume of resin in the vessels to monitor for attrition and exhaustion rate. Top up or replace as per the supplier's recommendation.</li> </ul>
Softener Control Valve and Tannin Removal Filter Valve	Annually	<ul style="list-style-type: none"> <li>• Check the "Time of Day" to ensure it is accurate and is moving.</li> <li>• Check for leaks.</li> <li>• Ensure that the backwash frequency is appropriate for the water quality. If the frequency is too low, the resin may exhaust and re-release iron/manganese as well as hardness into the treated water.</li> <li>• Ensure that the brine feed line is flowing and not plugged.</li> <li>• Watch and time a backwash cycle (or manually initiate one) to ensure it is as per the set points.</li> </ul>
Brine Tanks	Weekly	<ul style="list-style-type: none"> <li>• Inspect salt level and Res Care reservoir level (Note: there is no Res Care for the Tannin Removal Filters).</li> <li>• Inspect brine feed tubing to softeners.</li> <li>• Ensure wick is saturated (may need to be re-saturated if salt levels were allowed to get too low).</li> </ul>
Pentek Filter ahead of UV System	Monthly	<ul style="list-style-type: none"> <li>• Replace the filter cartridge monthly or sooner if the differential pressure gauge on the unit is in the "Red Zone".</li> </ul>

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Equipment Description	Maintenance Frequency	Maintenance Task
UV Reactor	Bi-Monthly	<ul style="list-style-type: none"> <li>Check the output percentage, and if the reading is below 75%, then the Tannin Removal Filter regeneration frequency may require adjustment or the resin mesh may require replacement.</li> <li>If staining becomes evident in the building fixtures due to failure in the water softeners (eg. hardness and iron stains), check the UV quartz sleeve for fouling. The sleeve may need to be cleaned with a CLR type product (calcium-lime-rust remover) to improve the output percentage.</li> </ul>
	Annually	<ul style="list-style-type: none"> <li>Replace the UV lamp annually. The unit has a countdown timer from 365 days to 0.</li> <li>Ensure that a spare quartz sleeve and lamp is available for change out.</li> </ul>
Reverse Osmosis Unit	Weekly	<ul style="list-style-type: none"> <li>Flush the membrane weekly during regular use.</li> <li>Replace the membrane when the differential pressure continues to exceed the manufacturer's recommendation after a flush.</li> </ul>
	Monthly	<ul style="list-style-type: none"> <li>The RO unit has three cartridge filters that should be replaced monthly if the system is regularly used or sooner if the differential pressure gauges exceed 7 psi.</li> </ul>
Distribution System	Bi-Weekly	<ul style="list-style-type: none"> <li>Clean and check toilet tank for iron stains. Excessive staining and calcium deposits may indicate trouble with the water softener.</li> </ul>
	Annually	<ul style="list-style-type: none"> <li>Shock chlorinate the well and water distribution system (or more frequently, if total coliforms or <i>E.coli</i> are found at the POE or POU sampling points).</li> <li>Flush the plumbing system (or more frequently, if HPC counts show re-growth in the system).</li> </ul>

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### **3.2 WHY AND HOW TO SHOCK CHLORINATE THE WELL**

A recommended guide to why and how to shock chlorinate a groundwater well is provided on Health Canada's website at: <http://www.hc-sc.gc.ca/ewh-semt/pubs/water-eau/well-puits-eng.php> under the heading "What's In Your Well? - A Guide to Well Water Treatment and Maintenance". The following information is reproduced from this website.

Typically, groundwater is naturally clean and safe for consumption. Because the overlying soil acts as a filter, groundwater is usually free of disease-causing microorganisms. However, contamination may occur following improper installation of well casings or caps, after a break in the casing or as a result of contaminated surface water entering the well. Contamination can also occur if wells are drilled in fractured bedrock without an adequate layer of protective soil and with less than the recommended minimum casing length.

To prevent illness, wells should be properly maintained and the water quality tested on a regular basis for the presence of microbial contaminants. The well water should also be tested on occasion for possible inorganic and organic chemical contaminants, in particular if contamination is suspected. The well water should also be tested immediately following any change in its clarity, colour, odour or taste or if there has been a significant change in the surrounding land use.

Through regular assessment and testing, the microbial and chemical safety of the well water can be verified, and corrective action implemented in a timely manner, if required.

#### **Well Maintenance**

Proper siting, location, construction and maintenance of a well will help to minimize the likelihood of contamination. The well cap should be checked regularly to ensure that it is securely in place and watertight. Joints, cracks and connections in the well casing should be sealed. Pumps and pipes should also be checked on a regular basis, and any changes in water quality should be investigated.

Surface drainage should be directed away from the well casing and surface water should not collect near the well. The well itself should also not be located downhill from any source of pollution.

#### **Corrective Action for Water that Does Not Meet the Recommended Guidelines**

If test results show an unacceptable level of total coliforms or *E. coli*, it is necessary to shock treat the well and, if possible, find and eliminate the source of contamination. If the source of contamination cannot be found and eliminated, the well water should be tested on a regular basis and the well should receive continuous disinfection.

Disinfection can be done using unscented household bleach. The table below outlines the quantity of bleach required to properly disinfect new and existing small diameter drilled wells and larger diameter dug wells.



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**Disinfection of Well Water with Unscented Household Bleach  
 (Approximately 5.2% Hypochlorite)**

Depth of Water in Well	Volume of Bleach Added			
	Casing Diameter 15 cm (drilled)		Casing Diameter 90 cm (dug)	
	New Well *	Existing Well *	New Well *	Existing Well *
1.0 m	100 mL	20 mL	3.2 L	0.6 L
3.0 m	300 mL	60 mL	9.8 L	2.0 L
5.0 m	500 mL	100 mL	16.5 L	3.0 L
10.0 m	1000 mL	200 mL	32.0 L	6.5 L

*\* New wells require a chlorine concentration of 250 parts per million (ppm) for effective disinfection, whereas existing wells require 50 ppm chlorine.*

**Steps for Chlorine Disinfection**

- Add the amount of unscented bleach determined in the table above to the bottom of the well and then agitate the water. Connect a garden hose to a nearby tap and wash down the inside wall of the well. This will ensure thorough mixing of the chlorine and the water throughout the well.
- Start the pump and bleed air from the pressure tank. Open each tap and allow the water to run through all taps until a smell of chlorine is detected, then turn off the taps. If a strong smell is not detected, add more bleach to the well.
- Allow the water to sit in the system for 12 to 24 hours.
- Start the pump and run water through the outside hose away from grass and shrubbery until the strong smell of chlorine disappears. Make certain that the water does not enter any watercourse. Finally, open the indoor taps until the system is completely flushed.
- Wait 48 hours, then sample the water using the instructions and bottle provided by the laboratory. In the meantime, find another source of water or boil the water for one minute before drinking it. Two consecutive "safe" tests, performed on samples obtained over a period of one to three weeks, will probably indicate that the treatment has been effective.
- If the shock treatment solves the problem, repeat bacteriological testing in three to four months.

If the above steps do not alleviate the problem, it is recommended that the source of the ongoing contamination be determined and corrected, possibly with professional help. If remediation is not possible, a permanent alternative solution, such as a new well or installation of a drinking water disinfection device, should be considered.

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### **3.3 BOTTLED WATER DISPENSER CLEANING**

Potable water for the Wild Horse Border Crossing Facility is provided through 20 L bottled water dispensers. The 20 L bottles were previously filled on-site from the reverse osmosis treatment system in the basement of the CPE building, however, CBSA recently switched to a third-party supplier, Pure & Simple Water, in Lethbridge, Alberta. The CPE building and two residences each have individual water cooler dispensers for use by CBSA staff. There were no readily accessible instructions for sanitization of the units on site and there were no written records when the last cleaning took place.

The following information is taken from Health Canada's website at: [http://www.hc-sc.gc.ca/fn-an/securit/facts-faits/faqs\\_bottle\\_water-eau\\_embouteillee\\_e.html](http://www.hc-sc.gc.ca/fn-an/securit/facts-faits/faqs_bottle_water-eau_embouteillee_e.html) under the heading "Questions and Answers on Bottled Water" (sub-heading "How should a water cooler be cleaned?").

#### **Reservoir**

- Clean the bottled water cooler at every bottle change.
- Unplug the cord from electrical outlet of cooler and remove the empty bottle (carboy).
- Drain the water from the stainless steel reservoir(s) through faucet(s).
- Prepare a disinfecting solution by adding 15 ml of household bleach to 4.5 L of water, however, other solutions may also be suitable and one should consult the owners manual (note: some companies suggest using a solution of one part vinegar and three parts water to clean the reservoir of scale before cleaning with bleach).
- Wash reservoir thoroughly with bleach solution and let stand for not less than two minutes (to be effective) and not more than five minutes (to prevent corrosion).
- Drain bleach/disinfection solution from reservoir through faucet(s).
- Rinse reservoir thoroughly with clean tap water, draining water through faucets, to remove any traces of the bleach/disinfection solution.

#### **Drip Tray (located under faucets):**

- Lift off the drip tray, remove the screen and wash both the tray and the screen in mild detergent.
- Rinse both well in clean tap water and replace on cooler.

#### **Replacing the Water Bottle**

- Wash hands with soap and warm water before handling. Alternatively, if clean protective gloves are used (ie: latex), discard or disinfect after each use and prior to reuse. Protective gloves should never replace proper hand washing and hygiene.
- Wipe the top and neck of the new bottle with a paper towel dipped in household bleach solution (15 ml of bleach and 4.5 L of water. Rubbing alcohol may also be used, but must be completely evaporated before placing the bottle in the cooler.
- Remove the cap from the new bottle and place the new bottle on the cooler.

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### **3.4 OPERATING AND MAINTENANCE MANUAL**

The Operating and Maintenance (O & M) Manual is included in Appendix A. The O & M Manual has been set up with the following tabbed sections:

- Tab 1 - Standard Operating Procedures, Drawings - Plans
- Tab 2 - Raw Water Pumping Systems
- Tab 3 - Multimedia Filter Equipment
- Tab 4 - Iron Guard Softener Equipment
- Tab 5 - Tannin Removal Softener Equipment
- Tab 6 - Reverse Osmosis Equipment
- Tab 7 - Ultraviolet Light Disinfection Equipment
- Tab 8 - Miscellaneous Equipment
- Tab 9 - Bottled Water Equipment Sanitization Method
- Tab 10 - Maintenance Logs

### **3.5 MAINTENANCE AND INSPECTION RECORDS**

It is important to maintain a record of all maintenance activities performed on the water supply, treatment and distribution system at the Wild Horse Border Crossing Facility. These records should be maintained in one location that is known and accessible, so that the information is easy to find and access. At Wild Horse, the maintenance and inspection records should be kept at the location of the water treatment equipment.

Previous maintenance and inspection records completed by the contract plumber (Stenger's Plumbing and Heating Ltd.) are included in Tab 10 of the O & M Manual provided in Appendix A. A template maintenance log for the iron guard water softener is included in Tab 1 of the O & M Manual. Additional templates for non-potable water signage, UV maintenance, RO maintenance, tannin removal maintenance and groundwater well monitoring are included in Tab 1.

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## **4.0 SAMPLING**

### **4.1 EXISTING WATER SYSTEM**

Since the potable water supplied to the site is bottled, the bottled water from each of the three dispensers should be monitored twice yearly for microbiological parameters (total coliforms and *E.coli*) to assist in evaluating the effectiveness of the recommended sanitization protocol described in Section 3.3. As a check on the supplied bottled water source, the twice yearly sampling procedure should also include total metals and general chemistry, including turbidity. HPC should also be considered as an optional test to monitor bacteriological growth at the bottled water dispenser.

The water treatment system at the Wild Horse Border Crossing Facility is considered a micro-system. However, all water systems operated by the Government of Canada, which service up to 5,000 people, regardless of size, require sampling for total coliforms and *E.coli* four times per month. This frequency can be reduced to quarterly sampling for micro-systems, with non-disinfected groundwater supplies, and to semi-annual for disinfected groundwater supplies, if one of two conditions are met: the completion of a vulnerabilities assessment, with acceptable results; or a history of acceptable bacteriological quality.

The recent vulnerabilities assessment has identified several potential risks to the groundwater supply and treatment system, and the raw water source was considered non-potable after the results of the November 2011 sampling indicated the presence of total coliforms in both the raw and treated water. However, the groundwater well was subsequently shock chlorinated in November/December 2011, and the tests completed after chlorination did not indicate the presence of coliforms in the water. On this basis, CBSA considers the recent tests for water quality, to represent an acceptable history, therefore, one of the two conditions has been met and the monitoring frequency of quarterly microbiological sampling for micro-systems, with non-disinfected groundwater supplies, is appropriate for the site.

The quarterly sampling should include: the microbiological parameters (total coliforms and *E.coli*); total metals; and general chemistry, including turbidity. The POU locations and the raw water source should be included in the quarterly sampling, to evaluate whether biological amplification is occurring within the treatment and distribution system, and to assist in developing short term mitigation measures. The POU locations that require sampling include: the CPE staff washroom sink; the CPE public washroom sink; the CPE bottled water dispenser; the CPE 2<sup>nd</sup> floor washroom sink; the CPE 2<sup>nd</sup> floor kitchen sink; the east residence washroom sink; the east residence kitchen sink; the east residence bottled water dispenser; the west residence washroom sink; the west residence kitchen sink; and the west residence bottled water dispenser. The quarterly sampling should be scheduled to include the periods when the risk of contamination to the groundwater is the highest (spring and fall). HPC should also be considered as an optional test to monitor bacteriological growth within the distribution system.

### **4.2 FUTURE WATER SYSTEM**

If the corrective actions recommended in this report are undertaken, particularly with respect to primary chlorine disinfection, a revised sampling regime is recommended. The HC guidance document <sup>(3)</sup> requires that raw or renovated drinking water systems and/or systems where a monitoring history has not yet been

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established, must establish a history of acceptable bacteriological quality by sampling for total coliforms and *E.coli* four times per month for one year.

For very small systems, CBSA may choose to accept either a vulnerabilities assessment with acceptable results, or a history of acceptable bacteriological quality, to implement a reduced monitoring frequency. In addition, for GUDI systems, CBSA may choose to reduce the monitoring frequency for turbidity and chlorine residual, if they are satisfied that they have in place adequate strategies to ensure health protection. The monitoring program for the Wild Horse micro-system, once the conditions for reduced monitoring as outlined above are met, is:

- Total coliforms and *E.coli* - quarterly at the POE and POU locations, if daily turbidity of treated water is consistently less than 1.0 NTU;
- Turbidity - daily (leaving the treatment system); and
- Chlorine residual (if applicable) - daily (leaving the treatment system).

Because the water treatment system does not currently provide chlorine disinfection, there is no requirement to monitor chlorine residual in the distribution system. However, if the water treatment system is upgraded, with the addition of chlorine disinfection, the chlorine residual should be monitored continuously or daily, which is the requirement for GUDI. If the raw water source becomes a secure groundwater supply, then the chlorine residual monitoring can be reduced to once per month. The same monitoring requirements would also apply for turbidity. It is noted that for the GUDI category, federal departments may choose to reduce the monitoring frequency for turbidity and chlorine residuals, if they are satisfied that they have in place adequate strategies to ensure health protection.

If the option of only retaining UV disinfection is considered to supply water to the sinks, toilets and showers (without the primary chlorine disinfection), a stringent and frequent monitoring program would be required, in addition to maintaining the bottled water system as the primary potable water supply. The monitoring frequency for a UV disinfection system without chlorine would include at a minimum, weekly sampling of the POE and POU locations for total coliforms and *E.coli* during periods of runoff (spring) and bi-monthly sampling during the remainder of the year. This also assumes upgrading the UV system to be Certified NSF Standard 55 Class A.

#### **4.3 SAMPLING POINTS**

There is a hose tap connection on the copper raw water line before it enters the pressure tank in the basement of the CPE building. This point is a suitable location for sampling the raw water (POE) as it enters the building before any treatment occurs. Access to the groundwater in the well is not possible given the pump installation, associated wiring and piping. A second potential raw water sampling location is available at the wall hydrant on the CPE building, which receives untreated water.

There are eleven POU sampling locations at the Wild Horse Border Crossing Facility. These include the following:

- CPE building (5) - main floor staff washroom sink, main floor public washroom sink, main floor bottled water dispenser, second floor washroom sink and second floor kitchen sink;

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- East residence (3) - main floor washroom sink, main floor kitchen sink and main floor bottled water dispenser; and
- West residence (3) - main floor washroom sink, main floor kitchen sink and main floor bottled water dispenser.

There are also bath tub faucets and shower head fixtures that could be sampled if required. The POU sampling locations are highlighted on Figures 04, 07 and 08.

#### **4.4 SAMPLING PROCEDURES**

##### **4.4.1 Preparation**

A bottle order should be placed with the laboratory at least one week in advance of the anticipated sampling date. The bottle order should consist of a description of the number of samples, analyses required and any quality assurance/quality control (QA/QC) samples. The information contained in the bottle order should also specify that the water being tested is potable water and the analyses must meet the Health Canada Guidelines for Canadian Drinking Water Quality (HC-GCDWQ). It is recommended that QA/QC procedures include a minimum of one blind duplicate sample per each sampling event.

Based on the recommended quarterly sampling program for the Wild Horse Border Crossing Facility, the bottle order for each sampling event should consist of the following request:

- Ten samples (POE plus eight POU plus one QA/QC) for microbiological analysis (total coliforms and *E.coli*);
- Ten samples for total metals analysis; and
- Ten samples for routine water, including turbidity.

For the two quarterly periods that correspond to the semi-annual sampling for the bottled water dispensers, the bottle order should consist of the following:

- Thirteen samples (POE plus eleven POU plus one QA/QC) for microbiological analysis (total coliforms and *E.coli*);
- Thirteen samples for total metals analysis; and
- Thirteen samples for routine water, including turbidity.

##### **4.4.2 Sampling Naming Convention**

Descriptive sample identification codes should be used to provide easy identification of the location of the sample and analysis requested. Samples should be identified as shown in the following example:

Location ID	Building ID	POE or POU	Fixture Type	Floor/Sample Number
WILD –	CPE –	POE –	PIPE –	1.1
	ER –	POU –	TAP –	1.2
	WR –		BOT –	1.3

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The abbreviation codes used above are described as follows: WILD identifies the border crossing location of Wild Horse; the building codes identify the buildings the samples were collected from, in this case, the Customs Port of Entry building (CPE), East Residence (ER) and West Residence (WR); POE or POU identifies whether the sample was the Point of Entry or Point of Use; PIPE identifies the sample point as the POE water service copper pipe, TAP identifies the fixture type as faucet (kitchen or bathroom sink), BOT identifies a bottled water dispenser; and 1.1 and 1.2 indicates the floor (first floor or main floor) and sample number (consecutively numbered).

As an example, a sample collected at the main floor washroom sink in the CPE building would be coded: WILD-CPE-POU-TAP-1.1 (if it was the first sample collected). A sample collected at the bottled water dispenser would be coded: WILD-CPE-POU-BOT-1.2 (if it was the second sample collected). The blind duplicate QA/QC sample should be labelled: WILD-DUP.

#### **4.4.3 Sample Collection and Documentation**

Each sample point should be disinfected prior to sampling using disinfectant wipes. Where present, the aerators or dispersion screens should be removed from the faucets, and then the faucet or tap cleaned with the disinfectant wipe. Once the sampling point has been disinfected, water should be flushed through the point for a period of two minutes. Following this initial flushing, the laboratory supplied sample bottle should be filled for analysis of the microbiological parameters (total coliforms and *E. coli*). Care should be taken to maintain aseptic sampling conditions and the cap for the microbiological sample bottle should only be removed immediately before the sample is collected, and then replaced immediately after sample collection. Handling of the microbiological sample container should be kept to a minimum.

After the microbiological sample is collected, water should be flushed through the sample point for a further period of three minutes, for a total of five minutes of flushing. Following this second flushing, samples should be collected into laboratory supplied sample containers for total metals and general chemistry. The total metal samples will require preservation in the field using laboratory supplied preservatives, which are to be added to the sample bottles at the midpoint when filling the container. The chain of custody form must be marked that the samples were field preserved but not field filtered.

All sample bottles should be filled to the levels specified by the laboratory or as marked on the bottles, and then immediately capped and labeled, noting all of the pertinent information using a permanent waterproof ink marker. All sample bottles should be properly identified, with the site specific sample identification codes described in Section 4.2.2 above. The sample containers should then be carefully packed into a cooler equipped with ice packs to ensure the samples remain cold. The date and time the samples were collected should be noted in a field data book, along with any relevant observations made during the sampling process.

The collected samples should be stored on ice packs in a cooler until drop-off at the receiving laboratory. The detailed chain of custody record, as supplied by the laboratory, should be completed prior to leaving the project site, placed with the samples and accompany the shipment to the receiving laboratory. Samples must be delivered directly to the receiving laboratory the same day they were collected to ensure that the holding times are not exceeded prior to analysis. This is critical for the microbiological samples, which are required to be processed at the receiving laboratory within 24 hours of collection.

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#### **4.4.4 Chain of Custody Preparation**

The chain of custody record, as supplied by the laboratory, should be completed immediately after collecting the samples, and prior to leaving the project site. The chain of custody form provides information on the sample location, sample identification, sample date, sample matrix and the requested analyses. In addition, the chain of custody form records the name and contact information for the sampler, and requires a signature that the samples have been released to the analytical laboratory. The completed chain of custody record should be placed into a sealed watertight bag and placed with the samples inside the cooler and accompany the shipment to the receiving laboratory. All pertinent information should be included on the form.

#### **4.4.5 Sample Shipment**

Samples collected for microbiological analyses (total coliforms and *E.coli*) must be analyzed by the laboratory within 24 hours of sample collection. It is imperative that the samples be delivered to the laboratory the same day they are collected. This will generally mean that the samples be hand delivered from the site to the laboratory to ensure compliance with this requirement. For this reason, samples should not be collected on a Friday, since the laboratory will not be able to process and analyze the samples until Monday, unless special arrangements are made in advance.

#### **4.4.6 Receipt of Analytical Results**

Upon receipt of the analytical results, the reported concentrations of water quality parameters should be compared with the most current version of the HC-GCDWQ.

### **4.5 LABORATORY QUALIFICATION**

When testing and analyzing water samples, federal departments should use a laboratory accredited by one of the following: Canadian Association for Laboratory Accreditation Inc. (CALA); the Standards Council of Canada (SCC); or in Quebec, the Bureau de normalization du Québec (BNQ). Accreditation is awarded to a laboratory for each individual test.

In the case of compliance monitoring for some microbiological parameters (ie: total coliforms and *E.coli*), managers and/or operators of facilities may allow trained personnel to use potable water test kits rather than an accredited laboratory. However, in order to ensure quality control, a minimum of 10% of all samples should be sent to an accredited laboratory for analysis. When using test kits, the operator must ensure the instruments are regularly calibrated and that reagents are not past their due date.

### **4.6 PARAMETERS AND FREQUENCY**

The recommended sampling program for the Wild Horse Border Crossing Facility, including the parameters and frequency, is provided in the table below. As noted earlier, this program may change should the water treatment system be upgraded to include chlorine disinfection, in which case the current Management Plan should be updated to reflect the changes in the water treatment system.



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Locations	Parameters	Frequency
POE - CPE basement sample tap POU - CPE staff washroom sink POU - CPE public washroom sink POU - CPE 2 <sup>nd</sup> floor washroom sink POU - CPE 2 <sup>nd</sup> floor kitchen sink POU - ER washroom sink POU - ER kitchen sink POU - WR washroom sink POU - WR kitchen sink	<b>Microbiological</b> (total coliforms and <i>E.coli</i> )  <b>Total Metals</b> (Ag, Al, As, B, Ba, Be, Ca, Cd, Co, Cr, Cr+6, Cu, Fe, Hg, K, Li, Mg, Mn, Mo, Na, Ni, P, Pb, S, Sb, Se, Si, Sn, Sr, Ti, Tl, U, V, Zn)  <b>Routine Water - General Chemistry</b> (total and pp alkalinity, HCO <sub>3</sub> , CO <sub>3</sub> , EC, OH, ion balance, ion sum, dissolved (Ca, Fe, K, Mg, Mn, Na), Cl, SO <sub>4</sub> , NO <sub>3</sub> , NO <sub>2</sub> , NO <sub>3</sub> -N+NO <sub>2</sub> -N, pH, hardness, TDS and turbidity)	Four times per year (January, April, July and October)
POU - CPE bottled water POU - ER bottled water POU - WR bottled water	<b>Microbiological</b> (total coliforms and <i>E.coli</i> )  <b>Total Metals</b> (Ag, Al, As, B, Ba, Be, Ca, Cd, Co, Cr, Cr+6, Cu, Fe, Hg, K, Li, Mg, Mn, Mo, Na, Ni, P, Pb, S, Sb, Se, Si, Sn, Sr, Ti, Tl, U, V, Zn)  <b>Routine Water - General Chemistry</b> (total and pp alkalinity, HCO <sub>3</sub> , CO <sub>3</sub> , EC, OH, ion balance, ion sum, dissolved (Ca, Fe, K, Mg, Mn, Na), Cl, SO <sub>4</sub> , NO <sub>3</sub> , NO <sub>2</sub> , NO <sub>3</sub> -N+NO <sub>2</sub> -N, pH, hardness, TDS and turbidity)	Two times per year (April and October)

#### 4.7 SAMPLING RECORDS AND INTEGRATION WITH CBSA DATABASE

Maintaining a system of documentation is essential to quality management. Monitoring all operational and compliance aspects of a drinking water system establishes on-going verification that the water is safe to drink and that the operations plan is being followed. Documentation is also important as a tool for verifying that training activities are taking place and that corrective actions have been taken as required. It also helps track the continuous improvement of operations or policies. Comprehensive documentation is also a fundamental requirement in the event that any operator or manager be required to make a case for due diligence.

All records, including "as-built" construction records, should be maintained. Records related to policy and procedures should be kept a minimum of five years. All other routine records should be maintained for two years. This should include:

- Results of all bacterial and chemical analyses;
- All recorded chlorine residual and turbidity levels;

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- A summary of the analytical results obtained during the year, in tabular format and hard copy;
- Reports of any in-house operational procedures testing;
- Relevant correspondence;
- Communications protocols;
- Maintenance reports;
- Assessment reports;
- Operation and maintenance manuals, as-built drawings and "life-history cards";
- Manufacturer's information for each piece of equipment;
- Reports of any incidents, including remedial and emergency measures, boil advisories, shock chlorination, etc.;
- Auditor's reports;
- Record of corrective actions taken as part of operational controls or in the event of non-compliant finished water; and
- Training records, including test results, relevance of training and validation of the source of training.

CBSA has developed a Facility Management Database that incorporates many of the project elements discussed in this Management Plan into an overall, risk-based, vulnerability ranking system. The Database is used to assist CBSA in prioritizing locations that require corrective action. Through the series of Site-Specific Potable Water Risk Assessments being completed, information is being collected at various border crossing facilities to allow for a complete portrait of all components of the potable water management situation at each facility. The results of any assessment of the Wild Horse Border Crossing Facility, including regular monitoring and sampling, should be used as inputs to the database and risk-based evaluation tool for potable water management.

## 5.0 PROCEDURES FOR NON-POTABLE ANALYTICAL RESULTS

### 5.1 NOTIFICATION AND CHANNELS OF COMMUNICATION

Federal departments responsible for providing drinking water should prepare and maintain written emergency and incident response plans to deal with events that occur outside of normal operating conditions. Such plans should also identify potential events. Events that should be considered include: extreme or unusual weather events; natural disasters; unplanned human activities; line breaks; valve replacements; or extended power outages.

To address the cases of a suspected/confirmed event of microbiological contamination, the plan should include the possibility that a boil water advisory may need to be issued. For extreme events where a significant chemical/radiological contamination has or is expected to occur, drinking water avoidance advisories may be issued.

Drinking water advisories are public announcements to advise the public of an identified or expected risk to the water supply. Boil water advisories are related to possible or confirmed microbiological contamination of drinking water (including possible failures in the treatment or distribution system). Drinking water avoidance advisories are related to the chemical or radiological quality of the water, when the contaminant of concern may not be removed or inactivated by boiling.

A boil water advisory should be issued when the presence of total coliforms or *E.coli* is either detected or confirmed in the POU sample results. However, as long as an alternative source of potable water is available, such as the bottled water supply at Wild Horse, a boil water advisory is not likely required for bacterial exceedances in the non-potable supply. The guidance for issuing and rescinding boil water advisories is found at: [http://hc-sc.gc.ca/ewh-semt/pubs/water-eau/boil\\_water-eau\\_ebullition/index-eng.php](http://hc-sc.gc.ca/ewh-semt/pubs/water-eau/boil_water-eau_ebullition/index-eng.php). Guidance for issuing and rescinding drinking water avoidance advisories is found at: <http://hc-sc.gc.ca/ewh-semt/pubs/water-eau/avoid-annul/index-eng.php>.

Incident response protocols should be established, with the understanding that notification and reporting are compatible with the existing provincial approach. These reporting relationships should be established well in advance, and are fundamental to public health protection and due diligence. This type of integrated information sharing is typically the trigger for implementing appropriate response and keeps all agencies properly informed whether the incident originates at a federal facility or municipal supply.

### 5.2 RE-SAMPLING AND GENERAL PROCEDURES

The general procedure to be followed when a non-potable water result is obtained from a potable water source should be based on the immediate protection of the water users, followed by an investigation of the issues that caused the non-potable water, and the completion of the necessary work to mitigate or eliminate the cause of the non-potable result.

The first action should be to ensure that there is no risk to water users from the non-potable result. If the non-potable result is obtained from the untreated source water, but not found at the POU, the non-potable

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result does not indicate an immediate threat to the user, since the water treatment system is working effectively to eliminate the contamination. This type of result does warrant that increased attention should be placed on the proper operation and maintenance of the treatment system to ensure that the non-potable water is adequately treated, with the knowledge that treatment failure could expose users to non-potable water. Further investigation should occur into the cause of the contamination of the source water and an attempt made to mitigate the problem(s). After mitigating the issues, the source water should be re-tested to determine if the mitigation measures were effective at solving the problem. The results of a non-potable source water result may also highlight changes to the water treatment process to ensure the effective removal of the contaminant.

If the non-potable result is obtained from a POU sampling location, the potable water system should be declared non-potable, staff and visitors should be informed not to consume the water, the appropriate warning signage should be installed at all points of use, and an alternative safe supply provided. A template for the required non-potable warning sign is provided in Appendix A, Tab 1. Generally, a bottled water supply is the most easily implemented alternative supply. Following these immediate steps, an investigation of the treatment system should be undertaken to determine why the system is not performing as intended in the removal of contaminants, and any necessary repairs or modifications should be made. After repairs or modifications, the treated water should be re-tested before being declared potable again. CBSA considers that the water is potable if two consecutive re-tests, following corrective actions, show compliance with the Health Canada Guidelines for Canadian Drinking Water Quality.

### 5.3 LIST OF CONTACTS

Contact information for the CBSA and PWGSC staff responsible for the Wild Horse Border Crossing Facility water treatment system is provided below. Also included is the contact information for the plumbing contractor responsible for the Wild Horse Border Crossing Facility through contract with PWGSC.

Agency	Name and Address	Contact Information
CBSA	Ms. Irena Forrester Environmental Coordinator Canada Border Service Agency 2588-27 <sup>th</sup> Street NE Calgary, AB T1Y 7G1	Ph: 403-292-6688 Cell: 403-333-1963 Fax: 403-292-6699 E-mail: <a href="mailto:Irena.Forrester@cbsa-asfc.gc.ca">Irena.Forrester@cbsa-asfc.gc.ca</a>
	Ms. Barbara Gray Senior Environmental Analyst Canada Border Service Agency 427 Laurier Avenue West, 10 <sup>th</sup> Floor Ottawa, ON K1A 0L8	Ph: 613-960-9513 Cell: 613-866-7144 Fax: E-mail: <a href="mailto:Barbara.Gray@cbsa-asfc.gc.ca">Barbara.Gray@cbsa-asfc.gc.ca</a>

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Agency	Name and Address	Contact Information
PWGSC	Mr. Bob Coates Property and Facility Manager Public Works and Government Services Canada 1650, 635-8 <sup>th</sup> Avenue SW Calgary, AB T2P 3M3	Ph: 403-359-5050 Cell: Fax: 403-381-0235 E-mail: <a href="mailto:Bob.Coates@pwgsc-tpsgc.gc.ca">Bob.Coates@pwgsc-tpsgc.gc.ca</a>
	Mr. Charlie Vegter Building Operation and Maintenance Officer Public Works and Government Services Canada 1650, 635-8 <sup>th</sup> Avenue SW Calgary, AB T2P 3M3	Ph: 403-653-1038 Cell: Fax: 403-653-4317 E-mail: <a href="mailto:Charlie.Vegter@pwgsc-tpsgc.gc.ca">Charlie.Vegter@pwgsc-tpsgc.gc.ca</a>
	Mr. Réjean Bergeron National and NCR Potable Water Coordinator Public Works and Government Services Canada 2720 Riverside Drive Ottawa, ON K1A 0S5	Ph: 613-736-3173 Cell: 613-316-1842 Fax: 613-736-2171 E-mail: <a href="mailto:Rejean.Bergeron@tpsgc-pwgsc.gc.ca">Rejean.Bergeron@tpsgc-pwgsc.gc.ca</a>
Plumbing Contractor	Mr. Lyle Stenger Manager Stenger's Plumbing and Heating Ltd. 19 Rossland Drive SE Medicine Hat, AB T1B 2B5	Ph: 403-526-2251 Cell: Fax: 403-529-9316 E-mail: <a href="mailto:contact@stengersplumbing.ca">contact@stengersplumbing.ca</a>

#### 5.4 SIGNAGE

Appropriate signage is currently in place at all locations where non-potable water is available for use by the local staff and general public. A copy of the template for the non-potable sign is included in Appendix A, Tab 1.

#### 5.5 ALTERNATE WATER SUPPLY

There are no local alternate water supply systems available at the Wild Horse Border Crossing Facility. Bottled water is currently being used to supply the potable needs at the facility. This bottled water system should be maintained until a secure groundwater system, including a water treatment system capable of primary and secondary disinfection, can be installed. Currently, the Wild Horse Border Crossing Facility receives bottled water deliveries from a third-party supplier based in Lethbridge, Alberta. Alternative bottled water suppliers are located in Milk River or Medicine Hat, Alberta as well as nearby CBSA facilities at Aden and Coutts, Alberta.

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 Site-Specific Potable Water Management Plan  
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## **5.6 MECHANISM TO REINSTATE POTABLE WATER DISTRIBUTION**

The goal of CBSA is to provide a source of water that provides safe drinking water for consumption at the Wild Horse Border Crossing Facility. This goal is met by a multi-barrier approach that enhances and protects water quality through well protection methods, distribution line upgrades, treatment, monitoring and inspections. The groundwater well at the Wild Horse site was shock chlorinated in November/December 2011, and the tests completed after the chlorination event did not indicate the presence of coliforms in the water. CBSA considers two consecutive tests that meet the HC-GCDWQ, after corrective action has been taken, to indicate that potable water had been restored.

However, with a history of positive tests showing microbiological contamination of the raw water source, it is recommended that water treatment upgrades at the Wild Horse site include, primary disinfection with chlorine. The existing UV disinfection should also be retained, as a redundant disinfection for multi-barrier treatment, and to reduce the chlorine dosage and contact time requirements. However, the existing UV system would need to be upgraded to NSF Standard 55 Class A for multi-barrier treatment.

Primary disinfection would consist of a sodium hypochlorite (chlorine) feed system to provide the necessary virus and pathogen inactivation in the raw water supply. UV is not recommended as a standalone disinfectant without chlorine, as it is not as effective at virus inactivation as chlorine. As a GUDI, the system should achieve a 3-log giardia inactivation rate (99.9%). To achieve this, the system will need to create storage after disinfection to allow sufficient chlorine contact time. The simplest method would be to place a series of hydro pneumatic tanks at the end of the treatment system. The volume of storage will be dictated by the consumption rate on-site. With washroom showers in each building, the required storage could be upwards of 400 L per building. At this high demand rate, the contact time required for 3-log giardia inactivation would likely require a relatively significant volume of storage, either in tanks or looped piping. Therefore, it will likely be economical and space saving to retain UV disinfection, with the chlorine, to help reduce the required chlorine dose and contact time.

Another strategy to reduce the chlorine dose and storage requirements would be to add cartridge filtration to the process, filtering down to 1.0 micron absolute to achieve higher log credits in the treatment process.

For multi-barrier treatment, an ultraviolet lamp (UV) set to dose at least 40 mJ/cm<sup>2</sup> should compliment the system, and as mentioned above, would likely reduce the chlorine dosage. The UV system should be in conformance to "NSF Standard 55 Class A", which includes UV intensity monitoring and a system shut-off, if the intensity drops below the stipulated limit for minimum disinfection. The intent of the UV system is to provide pathogen inactivation for the system.

With only the current non-NSF Standard 55 Class A UV disinfection in place, the water treatment system does not adequately provide for pathogen and virus inactivation, and it is recommended that the distribution system be shock chlorinated once per year to prevent bacteriological colonies from forming in the plumbing system or more frequently, if total coliforms or *E.coli* are found at the POE or POU sampling points. The procedures for shock chlorination of the well and water distribution system are provided in Section 3.2.

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As an option, UV disinfection could be used without chlorine disinfection, to supply water to the sinks, toilet and shower, but this system is not recommended for regular potable water use. If UV disinfection was retained without chlorine, there would also need to be a stringent and frequent monitoring program for bacteriological parameters and the bottled water system would need to be maintained as the primary potable water supply. This assumes the existing UV system would be upgraded to NSF Standard 55 Class A.

## **5.7 RECORD KEEPING AND REPORTING**

A standard record keeping log form is provided in the Operating and Maintenance Manual provided in Appendix A. Section 4.5 also discussed the record keeping requirements for all information related to the water supply system.

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## 6.0 CLOSURE

This report has been prepared by EGE for the exclusive use of PWGSC and CBSA (the Client) for the specific application described in Section 1.0. The information and data contained herein are to be treated as confidential and are intended for the sole use of the client, and may not be relied upon by any other persons or entity without the express written consent of EGE and the Client.

Any use of this report by a third party, or any reliance on decisions made based on it, are the responsibility of such third parties. EGE does not accept any responsibility for damages, if any, suffered by any third party as a result of decisions made or actions taken based on this report.

The work has been conducted in accordance with generally accepted environmental engineering practices. Although every effort has been made to confirm that the information and data presented, including without limitation the results of any sampling and analyses conducted by EGE, is factual, complete and accurate, EGE makes no guarantees or warranties whatsoever, whether expressed or implied, with respect to such information or data.

The findings presented in this report are based on the conditions which existed on site at the time of the work, in the area of the work and in respect of the environmental media which were assessed. The Client, and any other parties using this report with the express written consent of the Client and EGE, should acknowledge that conditions affecting the site can vary with time, may vary in other areas of the site and that other media other than those described herein could be present on site. EGE cannot warrant against undiscovered environmental liabilities.

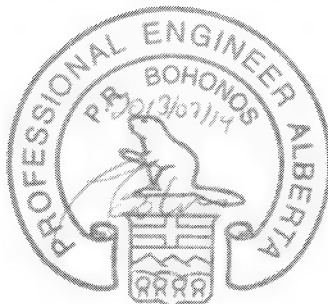
Should additional environmental information become available in the area of concern or in other areas of the site, EGE requests that this information be brought to our attention so that we may re-evaluate the findings and conclusions of this report.

Respectively Submitted,

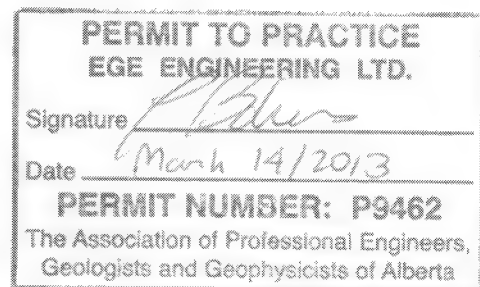
**EGE ENGINEERING LTD.**



David Klassen, P.Geo.  
 Environmental Geoscientist




Peter Bohonos, P.Eng.  
 Project Engineer





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## **7.0 REFERENCES**

1. EGE Engineering Ltd. Public Works and Government Services Canada - Request for Proposal, Site-Specific Potable Water Risk Assessments at Prairie Border Crossing Facilities - Aden and Wild Horse, Alberta, October 2012.
2. Canada Border Services Agency. Terms of Reference, Site-Specific Potable Water Risk-Assessments at Prairie Border Crossing Facilities, July 2012.
3. Health Canada. Guidance for Providing Safe Drinking Water in Areas of Federal Jurisdiction, Version 2, December 18, 2009.
4. Health Canada. Guidelines for Canadian Drinking Water Quality Summary Table, August 2012.
5. Canada Border Services Agency. Description of the Risk-Based Database Evaluation Tool for Potable Water Management - CBSA, December, 2011.
6. Wardrop Engineering Inc. Wastewater Treatment System Assessments, CCRA Border Crossings, May, 2002.
7. EGE Engineering Ltd. Petroleum and Allied Containing Products Storage Tank Compliance Audit, Agriculture and Agri-Food Canada, Onefour Research Substation, Alberta, March 2011.

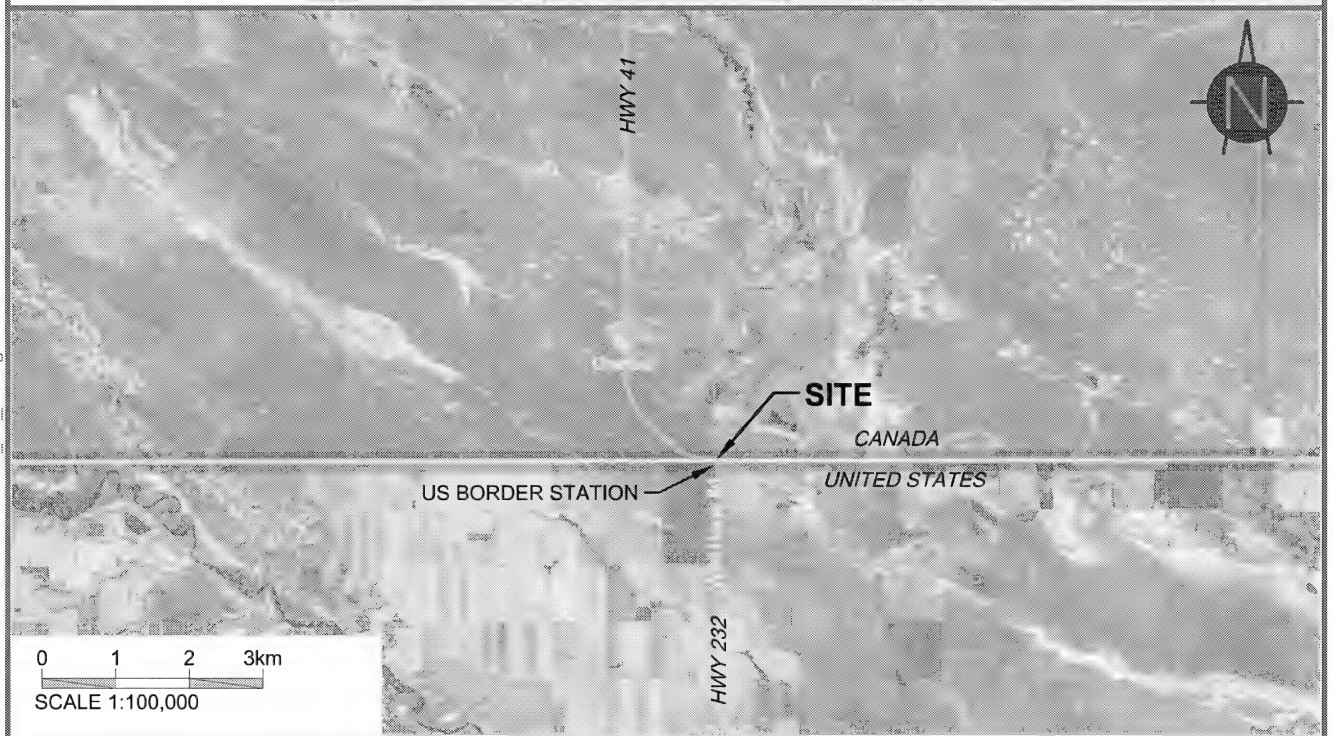
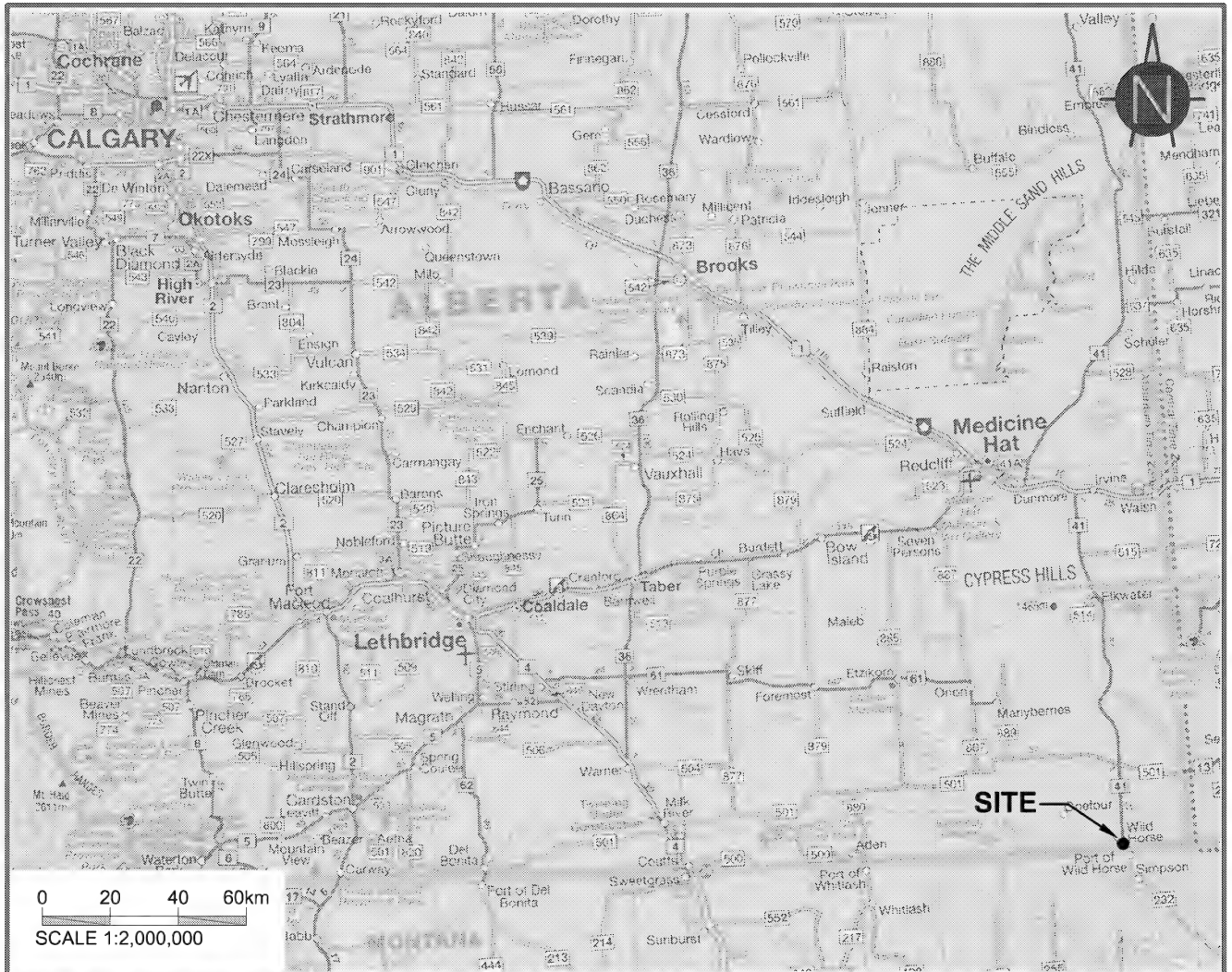
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## FIGURES

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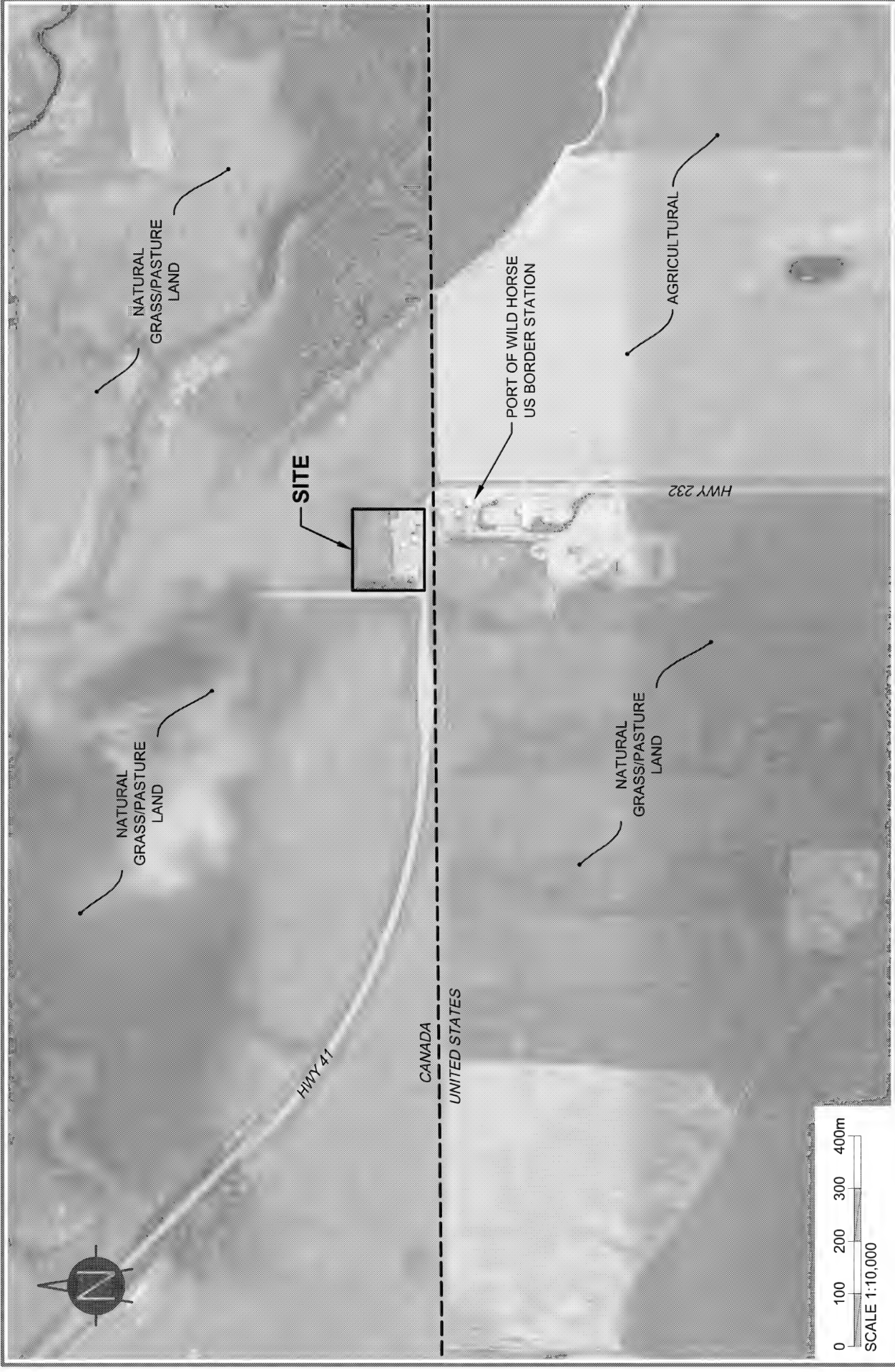
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 Canada Border Services Agency  
 Wild Horse Border Crossing Facility, Alberta  
 Site-Specific Potable Water Management Plan

Location  
 Plan

Figure 01



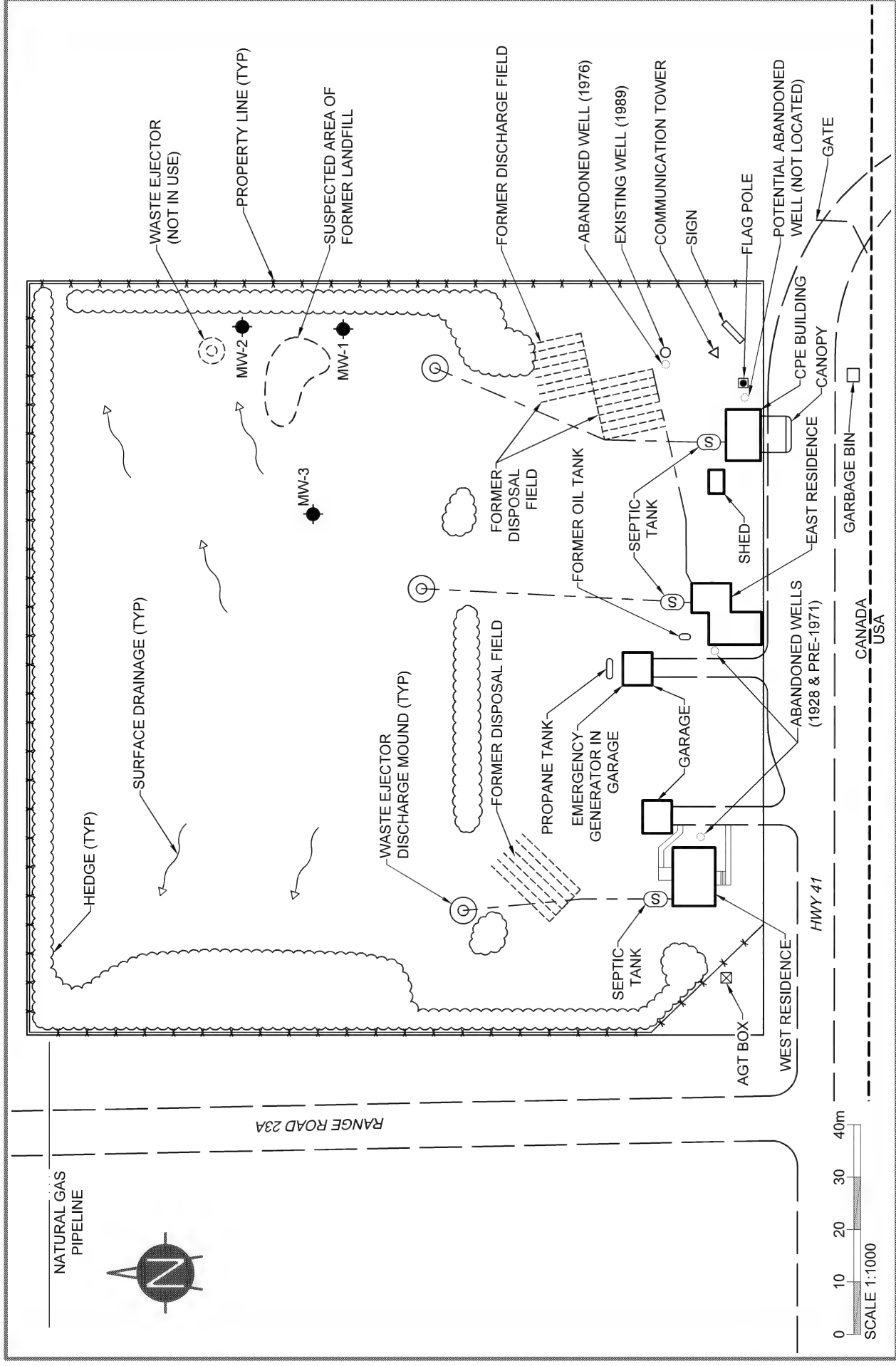


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 Canada Border Services Agency  
 Wild Horse Border Crossing Facility, Alberta  
 Site-Specific Potable Water Management Plan

**Surrounding  
 Land Use**

**Figure 02**



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Public Works & Government Services Canada

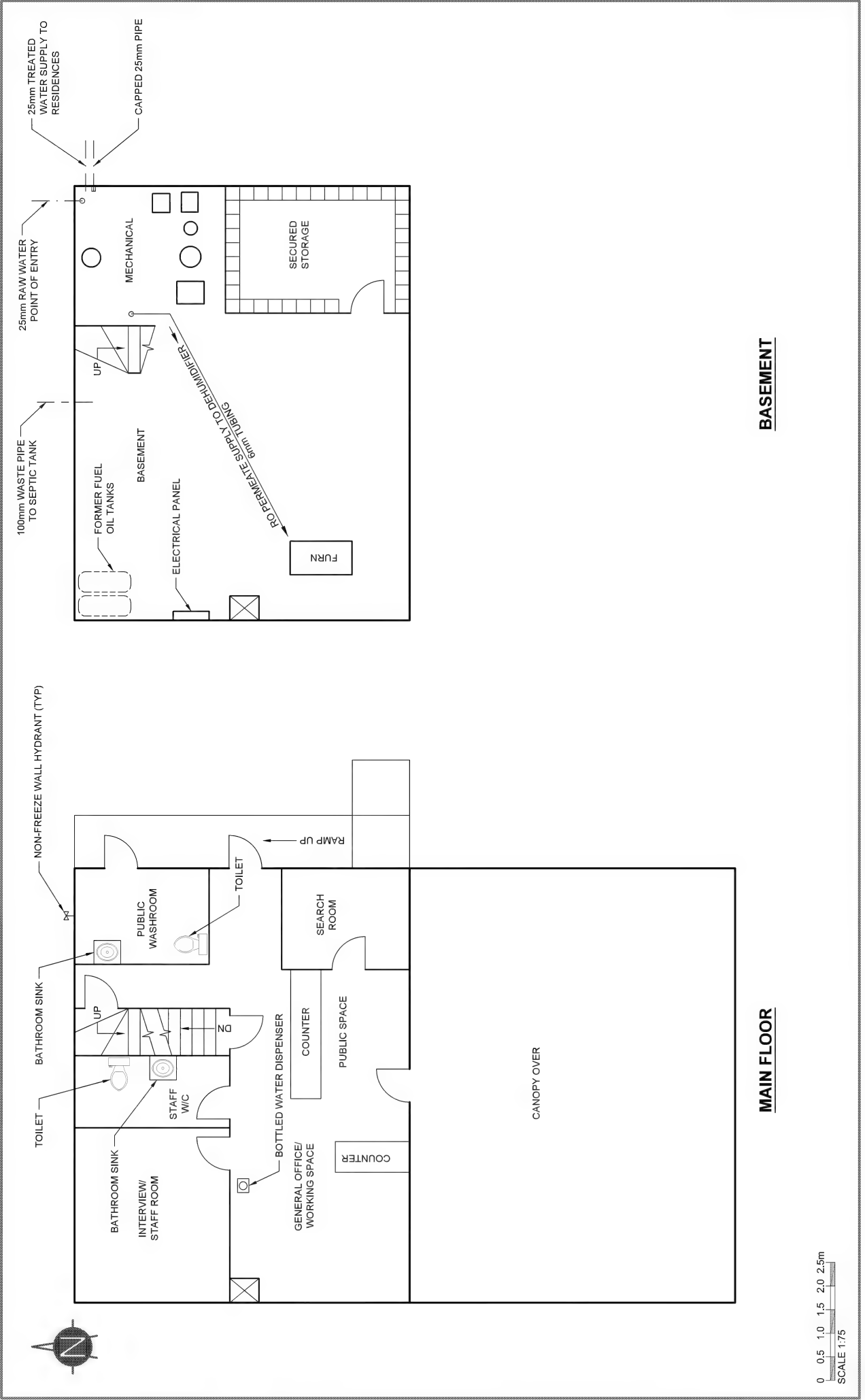
Canada Border Services Agency

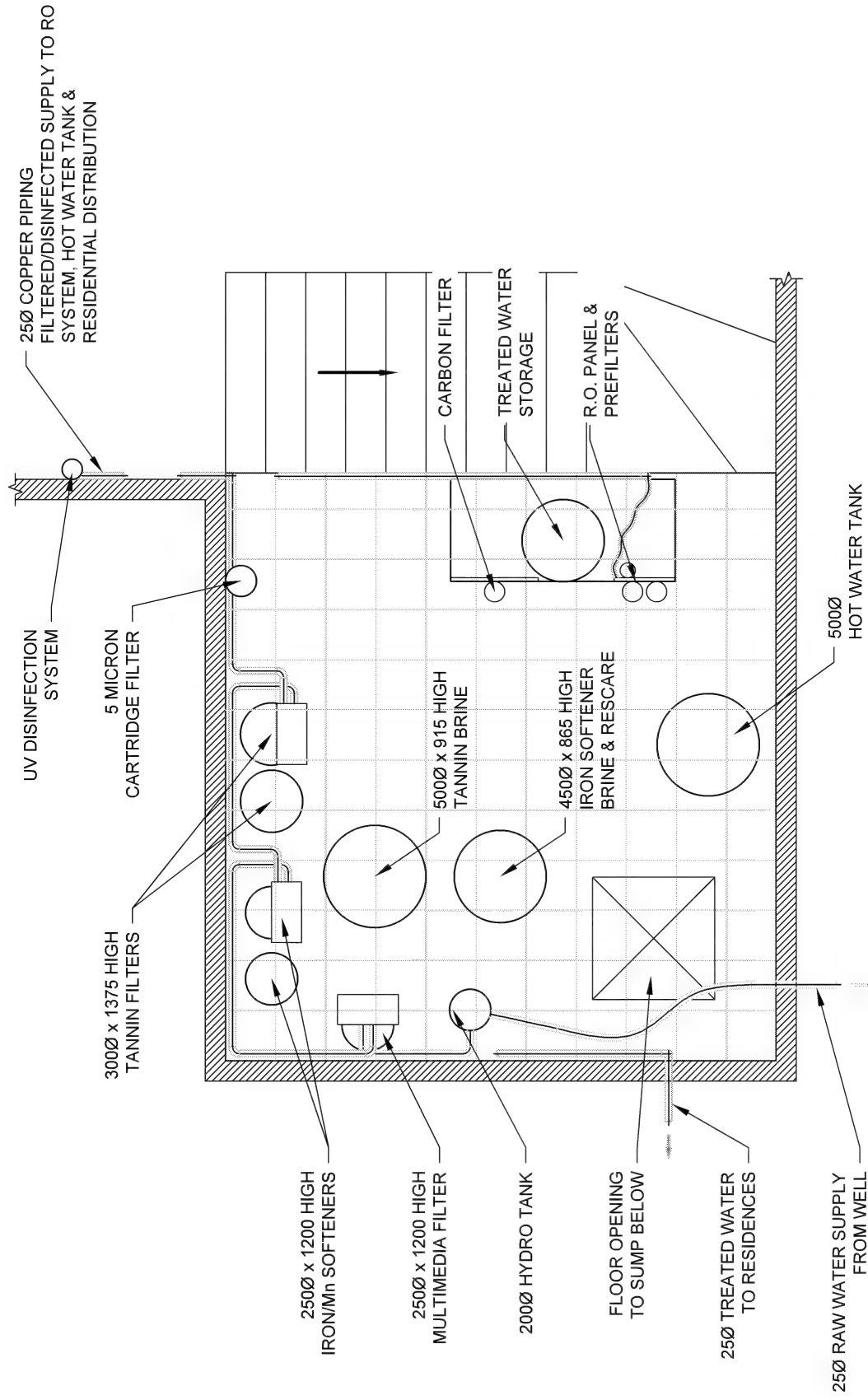
Wild Horse Border Crossing Facility, Alberta

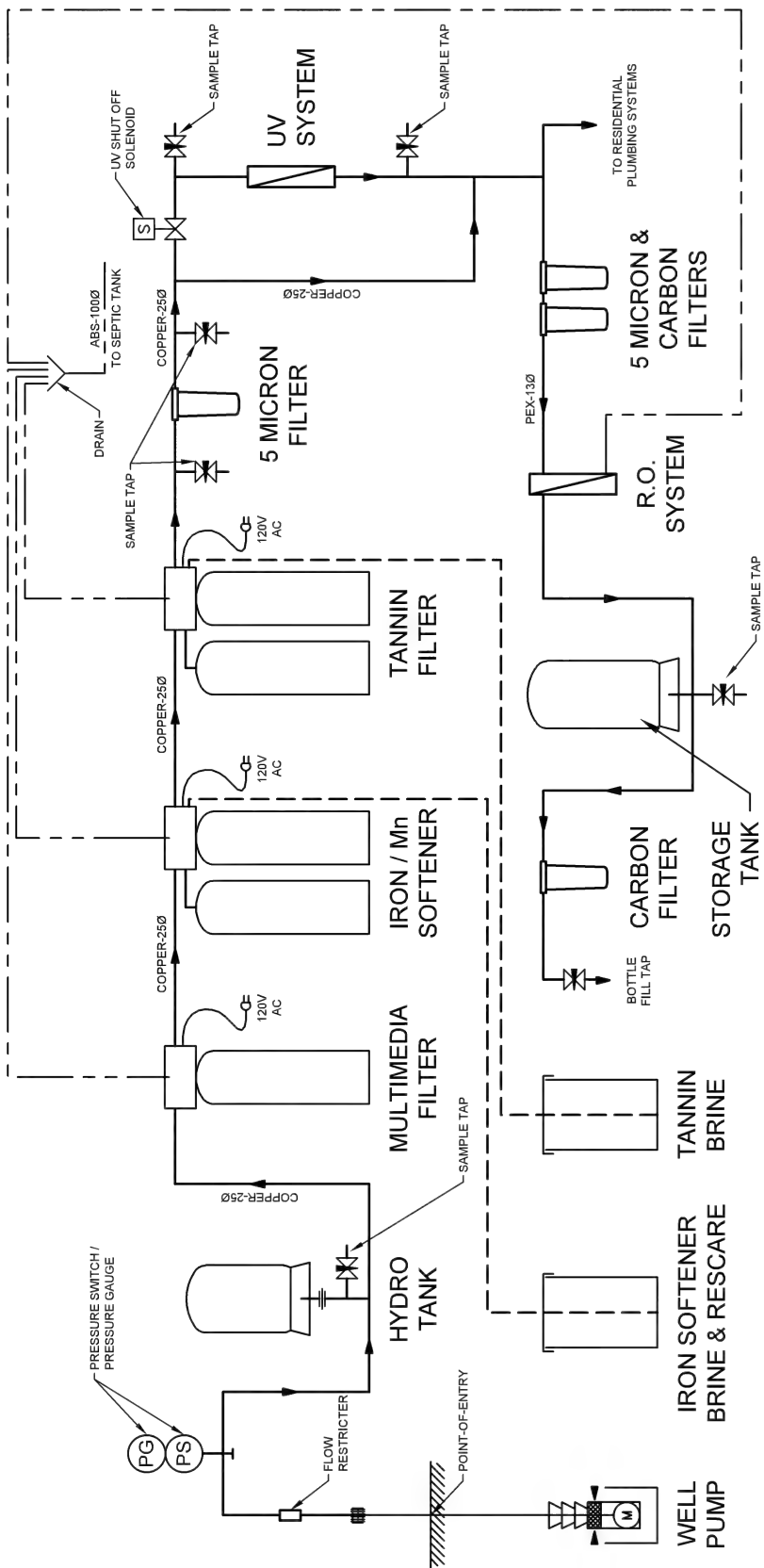
Site-Specific Potable Water Management Plan

Site Plan

Figure 03







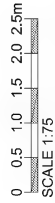
WELL PUMP		HYDRO TANK		MULTIMEDIA FILTER		IRON GUARD SOFTENER		TANNIN FILTER	
TYPE:	SUBMERSIBLE	TYPE:	HYDRO-PNEUMATIC	TYPE:	PRESSURE	TYPE:	PRESSURE	TYPE:	PRESSURE
MANUF:	GOULDS	MANUF:	WATERGROUP	TYPE:	HYDRO-PNEUMATIC	TYPE:	PRESSURE	TYPE:	PRESSURE
MAKE:	7LS05412	MODEL:	WGR-300	DIM:	2500 x 1200	DIM:	2500 x 1200	DIM:	3000 x 1350
SIZE:	100 mm	ELEMENT:	FILMTEC-TW30-2521	MEDIA:	SAND??	MEDIA:	RESIN	MEDIA:	RESIN
CAP.:	X.XX L/s @ XXX.X m	MOTOR:	0.33 HP	MANUF:	NOVATEK	MANUF:	NOVO	MANUF:	NOVO
POWER:	0.5 hp	FILTER:	SEDIMENT / CARBON	MODEL:	NMFM10	MODEL:	CDA-30-1TD-2TX	MODEL:	COD-20-75TD-2TS-850
NOTES:	230V/1 φ			VALVE:	FLECK 2150 ??	VALVE:	FLECK 3200 ??	VALVE:	FLECK 3200 ??
UV SYSTEM		R.O. SYSTEM		STORAGE TANK		BRINE TANK			
MANUF:	STERILIGHT	MANUF:	WATERGROUP	TYPE:	HYDRO-PNEUMATIC	TYPE:	POLYETHYLENE		
MODEL:	SCM-320	MODEL:	WGR-300	DIM:	4000 x 1100	DIM:	160 L (45 USGAL)		
LAMP:	S320RL-HO	ELEMENT:	FILMTEC-TW30-2521	MANUF:	PENTAIR	MANUF:			
SLEEVE:	QS-320	MOTOR:	0.33 HP	MODEL:	WELL MATE 0120	MODEL:			
BALLAST:	BA ICE-CM	FILTER:	SEDIMENT / CARBON	MAX PR:	125 PSI	MAX PR:			
				CAP:	112 L	CAP:			



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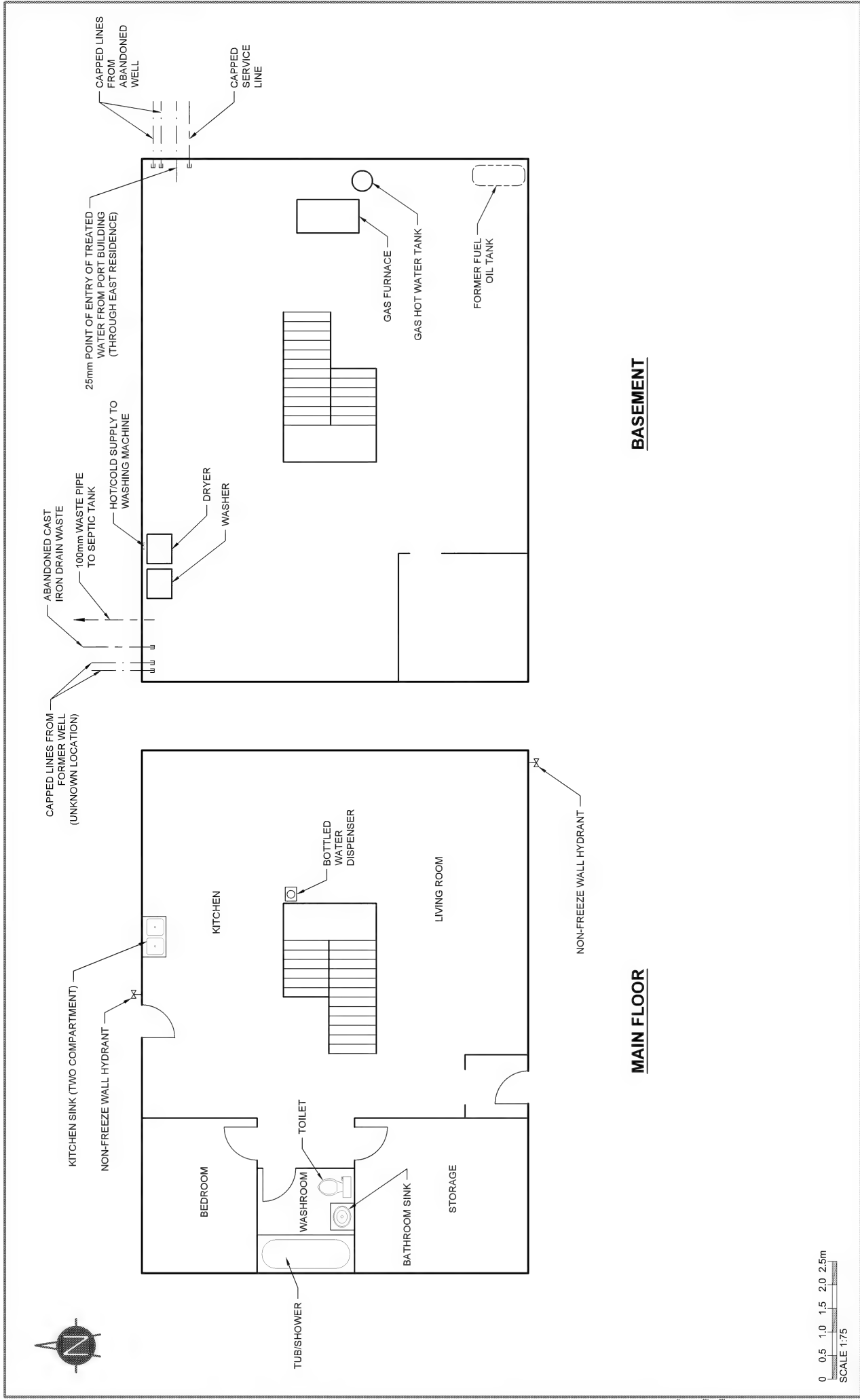


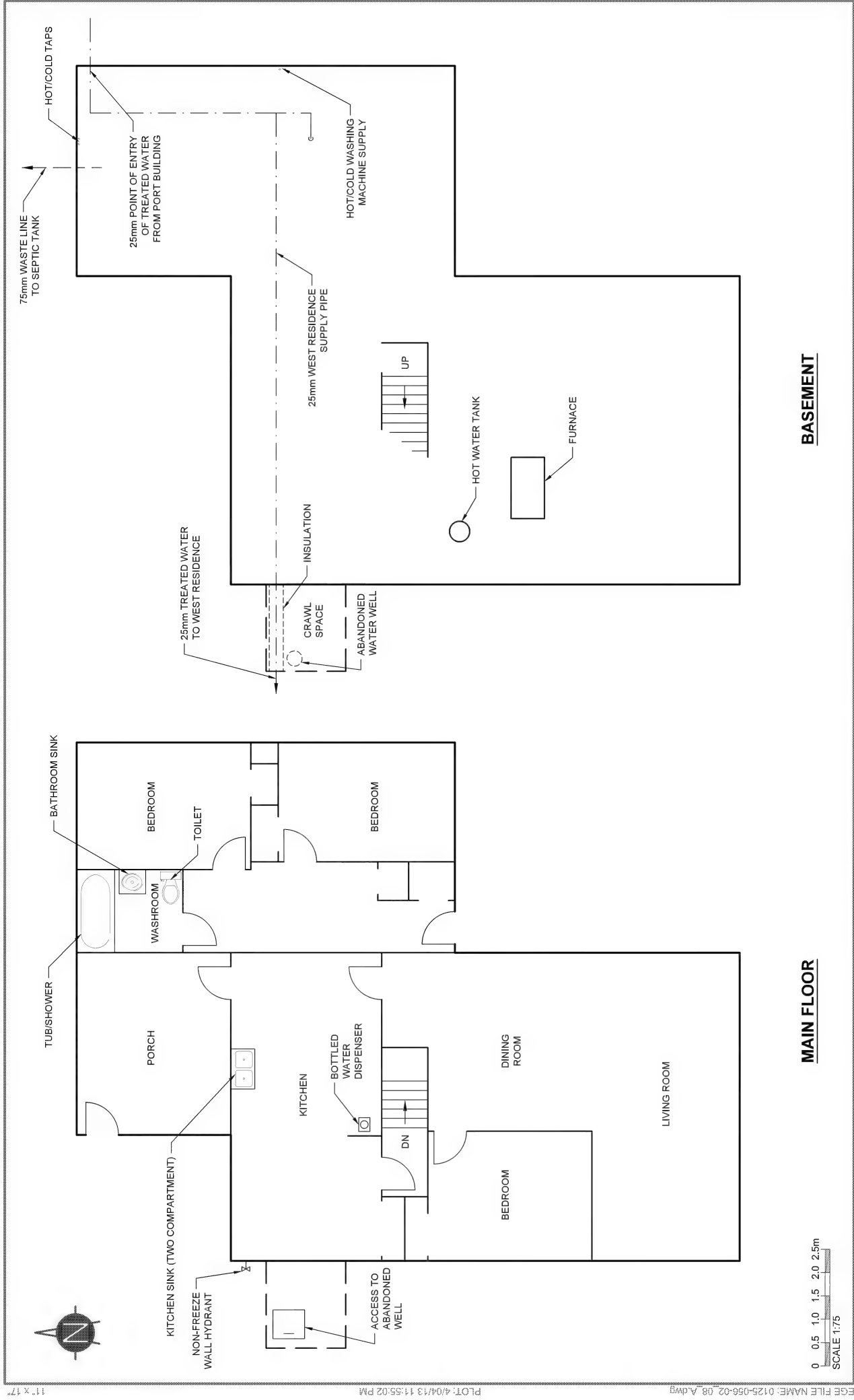
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Canada Border Services Agency  
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Site-Specific Potable Water Management Plan

West Residence  
Floor Plan

Figure 07





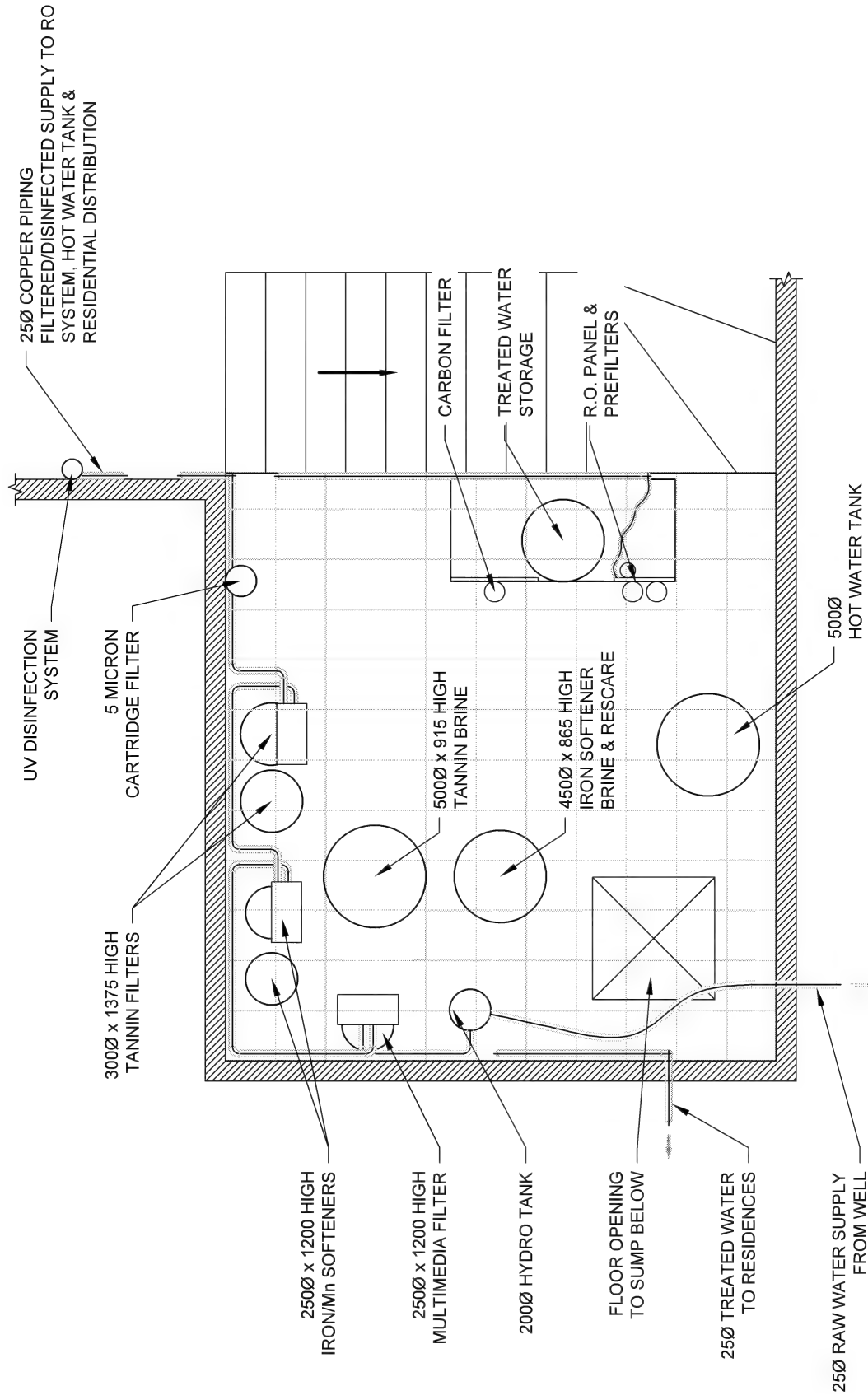
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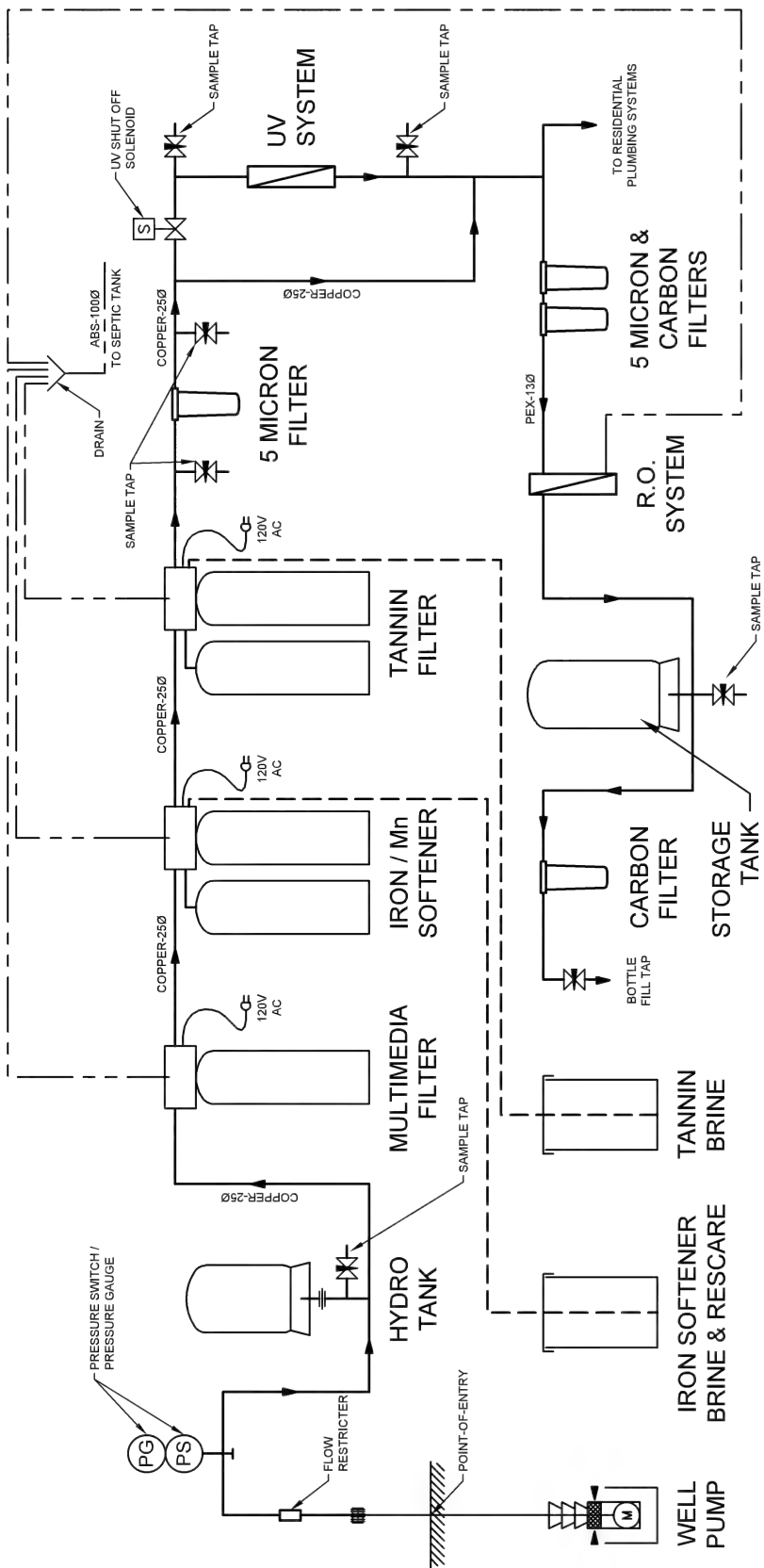
**APPENDIX A**  
**OPERATING AND MAINTENANCE MANUAL**

1	Standard Operating Procedures Drawings - Plans
2	Raw Water Pumping Systems
3	Multimedia Filter Equipment
4	Iron Guard Softener Equipment
5	Tannin Removal Softener Equipment
6	Reverse Osmosis Equipment
7	Ultraviolet Light Disinfection Equipment
8	Miscellaneous Equipment
9	Bottled Water Equipment Sanitization Method
10	Maintenance Logs









WELL PUMP		HYDRO TANK		MULTIMEDIA FILTER		IRON GUARD SOFTENER		TANNIN FILTER	
TYPE:	SUBMERSIBLE	TYPE:	HYDRO-PNEUMATIC	TYPE:	PRESSURE	TYPE:	PRESSURE	TYPE:	PRESSURE
MANUF:	GOULDS	DIM:	2000 x 300	DIM:	2500 x 1200	DIM:	2500 x 1200	DIM:	3000 x 1350
MAKE:	7LS05412	MANUF:	FLEXCON IND.	MEDIA:	SAND??	MEDIA:	RESIN	MEDIA:	RESIN
SIZE:	100 mm	MODEL:	PJR 6	MANUF:	NOVATEK	MANUF:	NOVO	MANUF:	NOVO
CAP.:	X.XX L/s @ XXX.X m	MAX PR:	125 PSI	MODEL:	NMFM10	MODEL:	CDA-30-1TD-2TX	MODEL:	COD-20-75TD-2TS-850
POWER:	0.5 hp	CAP:	8.0 L	VALVE:	FLECK 2150 ??	VALVE:	FLECK 3200 ??	VALVE:	FLECK 3200 ??
NOTES:	230V/1 φ	R.O. SYSTEM		STORAGE TANK		BRINE TANK			
UV SYSTEM		MANUF:	WATERGROUP	TYPE:	HYDRO-PNEUMATIC	TYPE:	POLYETHYLENE		
MODEL:	SCM-320	MODEL:	WGR-300	DIM:	4000 x 1100	DIM:	160 L (45 USGAL)		
LAMP:	S320RL-HO	ELEMENT:	FILMTEC-TW30-2521	MANUF:	PENTAIR	MANUF:			
SLEEVE:	QS-320	MOTOR:	0.33 HP	MODEL:	WELL MATE 0120	MODEL:			
BALLAST:	BA ICE-CM	FILTER:	SEDIMENT / CARBON	MAX PR:	125 PSI	MAX PR:			
				CAP:	112 L	CAP:			

<b>VALVE SCHEDULE</b>		
<b>OPERATION &amp; MAINTENANCE MANUAL</b>		
<b>CANADA CUSTOMS &amp; REVENUE AGENCY, WILDHORSE BORDER CROSSING</b>		
<b>VALVE NO.</b>	<b>BUILDING</b>	<b>VALVE TYPE, LOCATION, PURPOSE</b>
1	OFFICE	BALL VALVE, EAST WALL, CONTROLS WATER SUPPLY TO SERVICE LINE TO BOTH HOUSES
2	OFFICE	HOSE BIBB, ABOVE PUMP CONTROLLER, TEST POINT TO TEST WELL WATER SAMPLE
3	OFFICE	BALL VALVE, ABOVE PUMP CONTROLLER, CONTROLS WATER SUPPLY TO THE ENTIRE WATER DISTRIBUTION SYSTEM SERVING OFFICE BUILDING AND BOTH HOUSES
4	OFFICE	HOSE BIBB, POST MULTI MEDIA FILTER, USED TO TEST WATER AFTER MULTI MEDIA FILTER
5	OFFICE	BALL VALVE, EAST WALL, CONTROLS WATER TO THE REAR LAWN SERVICE VALVE
6	OFFICE	HOSE BIBB, POST NOVO TANNINS REMOVAL WATER SOFTENER, USED TO TEST WATER AFTER THE TANNINS REMOVAL WATER SOFTENER
6A	OFFICE	BALL VALVE, INLET SIDE OF PENTEK SUMP FILTER, USED TO ISOLATE SUMP FILTER WHEN REPLACING THE SEDIMENT CARTRIDGE
7	OFFICE	HOSE BIBB, POST PENTEK SUMP FILTER, USED TO SERVICE THE WATER FILTER
7A	OFFICE	BALL VALVE, OUTLET SIDE OF PENTEK SUMP FILTER, USED TO ISOLATE SUMP FILTER WHEN REPLACING THE SEDIMENT CARTRIDGE
8	OFFICE	BALL VALVE, CENTER WALL, USED FOR EMERGENCY BYPASS ON THE ULTRA VIOLET STERILIZER
9	OFFICE	BALL VALVE, CENTER WALL, CONTROLS WATER SUPPLY TO THE ULTRA VIOLET STERILIZER
10	OFFICE	HOSE BIBB, CENTER WALL, USED TO DRAIN UV STERILIZER WHEN SERVICING THE UV STERILIZER
11	OFFICE	HOSE BIBB, CENTER WALL, USED AS A VENT & FOR PURGING WHEN SERVICING THE UV STERILIZER
12	OFFICE	BALL VALVE, CENTER WALL, USED TO ISOLATE UV STERILIZER ON EMERGENCY BYPASS
13	OFFICE	BALL VALVE, SOUTH WALL, USED TO CONTROL WATER SUPPLY TO OFFICE BLDG AND RO SYSTEM
14	OFFICE	BALL VALVE, SOUTH WALL, USED TO CONTROL WATER SUPPLY TO REVERSE OSMOSIS SYSTEM
15	OFFICE	BALL VALVE, ABOVE WATER HEATER, CONTROLS COLD WATER SUPPLY TO WATER HEATER
16	OFFICE	BALL VALVE, ABOVE WATER HEATER, CONTROLS COLD WATER SUPPLY TO MAIN FLOOR FIXTURES
17	OFFICE	BALL VALVE, ABOVE WATER HEATER, CONTROLS HOT WATER SUPPLY TO MAIN FLOOR FIXTURES
18	OFFICE	BALL VALVE, LEFT SIDE OF CARBON FILTER ON RO SYSTEM, USED TO FILL WATER BOTTLES
19	OFFICE	BALL VALVE, RIGHT SIDE OF CARBON FILTER ON RO SYSTEM, USED TO CHANGE FILTER CARTRIDGE
20	OFFICE	BALL VALVE, ON PRESS TANK ON RO SYSTEM, SOMETIMES USED TO FAST FLUSH RO MEMBRANE
21	OFFICE	BALL VALVE, ON PRESSURE TANK ON RO SYSTEM, USED TO DRAIN RO SYSTEM PRESSURE TANK
22	OFFICE	BALL VALVE, ON BACK SIDE OF RO SYSTEM, USED TO FAST FLUSH MEMBRANE ON RO SYSTEM
23	OFFICE	SADDLE VALVE, EAST WALL, THIS VALVE IS NOT USED, IT WAS ORIGINALLY USED TO RUN WATER TO DRAIN THROUGH A 1/4" POLYETHYLENE TUBE AT THE RATE OF ONE DROP PER SECOND. THIS PREVENTED OVER HEATING OF THE WATER IN THE ORIGINAL OBSOLETE WEDECO ULTRA VIOLET STERILIZER WHEN WATER WAS NOT BEING USED FOR EXTENDED PERIODS OF TIME (E.G. OVER NIGHT). THE ORIGINAL WEDECO ULTRA VIOLET STEIRLIZER WOULD GO INTO A FALSE ALARM MODE WHEN THE WATER INSIDE IT WAS TOO WARM.
24	EAST HOUSE	BALL VALVE, CEILING AT BOTTOM OF BASEMENT STAIRS, CONTROLS WATER SUPPLY TO THE EAST HOUSE
25	EAST HOUSE	GATE VALVE, NORTH WEST CORNER OF THE BASEMENT, 12" ABOVE THE BASEMENT FLOOR, ON THE RIGHT SIDE OF THE OLD PUMP ROOM DOOR, CONTROLS WATER SUPPLY TO THE UNDERGROUND WATER SERVICE LINE TO THE WEST HOUSE
26	WEST HOUSE	GATE VALVE, NORTH EAST CORNER OF BASEMENT, CONTROLS WATER SUPPLY TO THE WEST HOUSE
<b>Stenger's Plumbing &amp; Heating Ltd, 19 Rossland Drive SE, Medicine Hat, Alberta, T1A 2B5, Phone: 403-526-2251, Fax: 403-529-9316, E-mail: stengers@telusplanet.net</b>		



# **SERVICING!**

## **WHAT?**

**REGULAR MAINTENANCE AND SERVICE ON WATER CONDITIONING EQUIPMENT, WATER PURIFICATION EQUIPMENT AND HUMIDIFIERS.**

## **WHERE?**

**CANADA CUSTOMS AND REVENUE AGENCY, WILDHORSE BORDER CROSSING, OFFICE BUILDING AND STAFF HOUSES.**

## **WHEN?**

**ON REGULAR BASIS AS OUTLINED IN FOLLOWING INSTRUCTION SHEETS.**

## **WHY?**

**TO MAINTAIN EQUIPMENT SO THAT IT PERFORMS AS DESIGNED. THIS WILL PREVENT UNDUE WEAR ON THE EQUIPMENT AND WILL PROVIDE A SAFE POTABLE WATER SYSTEM.**

## **WHO?**

**ON-SITE OFFICERS STATIONED AT THE BORDER CROSSING AND CONTRACT CLEANING STAFF.  
NOTE: ANNUAL FULL SERVICES WILL BE PROVIDED BY STENGER'S PLUMBING & HEATING LTD AS ARRANGED WITH CALGARY OFFICE.**

## **HOW?**

**REGULAR SERVICING TO BE DONE AS OUTLINED ON THE FOLLOWING 8 SERVICE INSTRUCTION SHEETS:**

## **NOVATEK MULTI MEDIA FILTER:**

### **SETTING THE CLOCK:**

- IF THERE IS A POWER OUTAGE IT WILL CAUSE THE CLOCK TO BE SLOW.
- IT IS VERY IMPORTANT THAT THE TIME ON THE CLOCK IS CURRENT SO THE SOFTENER REGENERATES AT THE CORRECT TIME.
- SET THE CLOCK AS FOLLOWS:
  - LOOSEN THE TWO THUMB SCREWS LOCATED ON THE SIDES OF THE VALVE COVER.
  - REMOVE THE COVER FROM THE VALVE.
  - FOLLOW “SETTING THE 24-HOUR TIMER” INSTRUCTIONS ON PAGE 4 OF THE “NOVATEK AUTOMATIC WATER FILTERS OPERATION MANUAL” IN SECTION 6 OF THE SERVICE BINDER.
  - PUT THE VALVE COVER IN PLACE AND TIGHTEN THE ¼” HEX HEAD SCREWS ON THE SIDES OF THE COVER.

## **NOVO DUPLEX WATER SOFTENER:**

### **SETTING THE CLOCK:**

- IF THERE IS A POWER OUTAGE IT WILL CAUSE THE CLOCK TO BE SLOW.
- SET THE CLOCK AS FOLLOWS:
  - LOOSEN THE TWO THUMB SCREWS LOCATED ON THE SIDES OF THE VALVE COVER.
  - REMOVE THE COVER FROM THE VALVE.
  - FOLLOW "SETTING THE TIME OF DAY" INSTRUCTIONS ON PAGE 6 OF THE "XT SERVICE MANUAL" IN SECTION 7 OF THE SERVICE BINDER.
  - PUT THE VALVE COVER IN PLACE AND TIGHTEN THE THUMB SCREWS ON THE SIDES OF THE COVER.

### **SALT IN BRINE TANK:**

- ENSURE THAT THERE IS A MINIMUM OF TWO 20 KG BAGS OF SALT IN THE BRINE TANK.
- IF YOU NOTICE THAT THERE IS NO SALT IN THE BRINE TANK DO THE FOLLOWING:
- ADD AT LEAST ONE 20 KG BAG OF SOFTENER SALT.
- WAIT AT LEAST 4 HOURS FOR ENOUGH SALT TO DISSOLVE TO MAKE A STRONG ENOUGH BRINE SOLUTION TO ADEQUATELY REGENERATE THE SOFTENER.
- AFTER A MINIMUM OF 4 HOURS PUT THE SOFTENER INTO A MANUAL REGENERATION AS FOLLOWS:
  - FIRST MEDIA TANK:
    - LOOSEN THE TWO THUMB SCREWS LOCATED ON THE SIDES OF THE VALVE COVER.
    - REMOVE THE COVER FROM THE VALVE.
    - FOLLOW THE "MANUALLY INITIATING A REGENERATION" INSTRUCTIONS ON PAGE 6 OF THE "XT SERVICE MANUAL" IN SECTION 7 OF THE SERVICE BINDER.
    - PUT THE VALVE COVER IN PLACE AND TIGHTEN THE THUMB SCREWS ON THE SIDES OF THE COVER.
  - SECOND MEDIA TANK:
    - AFTER THE FIRST MEDIA TANK HAS REGENERATED YOU HAVE TO WAIT FOR AT LEAST 4 HOURS FOR ENOUGH SALT TO DISSOLVE TO MAKE A STRONG ENOUGH BRINE SOLUTION TO ADEQUATELY REGENERATE THE SECOND TANK.
    - AFTER A MINIMUM OF 4 HOURS PUT THE SOFTENER INTO A MANUAL REGENERATION, FOLLOW THE SAME INSTRUCTIONS AS FOR THE FIRST MEDIA TANK.

### **RES-UP FEEDER ON BRINE TANK:**

- ENSURE THAT THERE IS ALWAYS RES-CARE SOLUTION IN THIS FEEDER.
- DO NOT FILL ANY HIGHER THAN THE MARK AT THE TOP OF THE FEEDER.

## **NOVO DUPLEX TANNINS REMOVAL WATER SOFTENER:**

### **SETTING THE CLOCK:**

- IF THERE IS A POWER OUTAGE IT WILL CAUSE THE CLOCK TO BE SLOW.
- SET THE CLOCK AS FOLLOWS:
  - LOOSEN THE TWO THUMB SCREWS LOCATED ON THE SIDES OF THE VALVE COVER.
  - REMOVE THE COVER FROM THE VALVE.
  - FOLLOW "SETTING THE TIME OF DAY" INSTRUCTIONS ON PAGE 6 OF THE "XT SERVICE MANUAL" IN SECTION 7 OF THE SERVICE BINDER.
  - PUT THE VALVE COVER IN PLACE AND TIGHTEN THE THUMB SCREWS ON THE SIDES OF THE COVER.

### **SALT IN BRINE TANK:**

- ENSURE THAT THERE IS A MINIMUM OF TWO 20 KG BAGS OF SALT IN THE BRINE TANK.
- IF YOU NOTICE THAT THERE IS NO SALT IN THE BRINE TANK DO THE FOLLOWING:
- ADD AT LEAST ONE 20 KG BAG OF SOFTENER SALT.
- WAIT AT LEAST 4 HOURS FOR ENOUGH SALT TO DISSOLVE TO MAKE A STRONG ENOUGH BRINE SOLUTION TO ADEQUATELY REGENERATE THE SOFTENER.
- AFTER A MINIMUM OF 4 HOURS PUT THE SOFTENER INTO A MANUAL REGENERATION AS FOLLOWS:
  - FIRST MEDIA TANK:
    - LOOSEN THE TWO THUMB SCREWS LOCATED ON THE SIDES OF THE VALVE COVER.
    - REMOVE THE COVER FROM THE VALVE.
    - FOLLOW THE "MANUALLY INITIATING A REGENERATION" INSTRUCTIONS ON PAGE 6 OF THE "XT SERVICE MANUAL" IN SECTION 7 OF THE SERVICE BINDER.
    - PUT THE VALVE COVER IN PLACE AND TIGHTEN THE THUMB SCREWS ON THE SIDES OF THE COVER.
  - SECOND MEDIA TANK:
    - AFTER THE FIRST MEDIA TANK HAS REGENERATED YOU HAVE TO WAIT FOR AT LEAST 4 HOURS FOR ENOUGH SALT TO DISSOLVE TO MAKE A STRONG ENOUGH BRINE SOLUTION TO ADEQUATELY REGENERATE THE SECOND TANK.
    - AFTER A MINIMUM OF 4 HOURS PUT THE SOFTENER INTO A MANUAL REGENERATION, FOLLOW THE SAME INSTRUCTIONS AS FOR THE FIRST MEDIA TANK.

### **RES-UP FEEDER ON BRINE TANK:**

- ENSURE THAT THERE IS ALWAYS RES-CARE SOLUTION IN THIS FEEDER.
- DO NOT FILL ANY HIGHER THAN THE MARK AT THE TOP OF THE FEEDER.

## **PENTEK SUMP FILTER LOCATED DOWNSTREAM OF THE NOVO DUPLEX TANNINS REMOVAL WATER SOFTENER:**

- **REPLACE THIS FILTER MONTHLY OR SOONER IF REQUIRED. YOU CAN CONFIRM THAT IT SHOULD BE REPLACED SOONER BY TESTING AS FOLLOWS:**
  - **THERE'S A PRESSURE DIFFERENTIAL NEEDLE GAUGE LOCATED ON THE TOP OF THIS FILTER.**
  - **RUN COLD WATER AT A BASIN FAUCET AND CHECK THE NEEDLE GAUGE READING. IT WILL INDICATE THE CONDITION OF THE CARTRIDGE.**
- **REPLACE THE FILTER AS FOLLOWS:**
  - **PLACE A 20-LITER BUCKET ON THE FLOOR BELOW THE WATER FILTER TO CATCH SPILLED WATER.**
  - **CLOSE BALL VALVE 9 ON THE INLET SIDE OF THE ULTRA VIOLET STERILIZER.**
  - **CLOSE BALL VALVES 6A AND 7A TO ISOLATE THE SUMP FILTER FROM THE WATER DISTRIBUTION SYSTEM.**
  - **PUSH DOWN ON THE RED PRESSURE RELEASE BUTTON LOCATED ON TOP OF THE FILTER BEHIND THE NEEDLE GAUGE.**
  - **USE THE BLACK SPANNER WRENCH (HANGING ON THE WALL BESIDE THE FILTER) TO LOOSEN THE SUMP. PUT THE WRENCH ON THE FILTER WITH THE HANDLE POINTING TO THE RIGHT SIDE OF THE SUMP AND PULL THE HANDLE TOWARDS YOURSELF. PULL FIRMLY; DON'T JERK ON THE HANDLE! WHILE PULLING ON THE HANDLE WITH YOUR RIGHT HAND, HOLD AGAINST THE SUMP WITH YOUR LEFT HAND TO STEADY THE FILTER ASSEMBLY.**
  - **AFTER THE SUMP IS LOOSENED YOU CAN REMOVE IT BY HAND WITHOUT THE USE OF THE WRENCH.**
  - **TIP THE SUMP OVER POURING THE WATER AND THE OLD FILTER INTO THE 20-LITER BUCKET.**
  - **RINSE THE SUMP USING WATER FROM THE TEST POINT VALVE #6 LOCATED TO THE LEFT OF THE WATER FILTER AND POUR THE WATER INTO THE 20-LITER BUCKET.**
  - **CLEAN THE OLD SILICONE GREASE OFF THE O-RING AND THE FILTER HOUSING USING A SHOP TOWEL.**
  - **APPLY A "LIGHT" COATING OF SILICONE GREASE (SUPPLIED IN BROWN VIAL) ON THE SUMP O-RING.**
  - **FILL THE SUMP 1/3 FULL OF WATER AND ADD TWO TABLESPOONS OF HOUSEHOLD BLEACH TO THE WATER. THOROUGHLY SCRUB THE INTERIOR OF THE SUMP WITH A BRUSH OR SPONGE AND THEN RINSE THOROUGHLY.**
  - **ADD TWO TABLESPOONS OF HOUSEHOLD BLEACH TO THE SUMP FILTER.**
  - **TEAR THE WRAPPING OFF ONE END OF A NEW 5-MICRON SEDIMENT FILTER BEING CAREFUL NOT TO CONTAMINATE THE FILTER BY TOUCHING IT WITH YOUR HANDS.**
  - **INSERT THE 5 MICRON SEDIMENT FILTER INTO THE SUMP WHILE HOLDING THE OUTSIDE OF THE PAPER WRAPPING SO YOUR HAND DOES NOT TOUCH AND CONTAMINATE THE FILTER. REMOVE THE BALANCE OF THE WRAPPING FROM THE FILTER AS YOU INSERT IT INTO THE SUMP**
  - **INSTALL THE SUMP BY HAND AND "JUST MAKE IT SNUG". DO NOT USE A WRENCH TO TIGHTEN THE SUMP OR IT WILL BE NEARLY IMPOSSIBLE TO REMOVE IT THE NEXT TIME THE FILTER HAS TO BE CHANGED.**
  - **"SLOWLY" OPEN VALVE 6A TO ALLOW WATER TO ENTER THE FILTER SUMP AND "PRESSURE UP".**
  - **CHECK FOR LEAKS ON THE FILTER O-RING.**
  - **LEAVE THE SYSTEM IN THIS POSITION FOR TWENTY MINUTES TO ALLOW THE TWO TABLESPOONS OF BLEACH TO "WORK".**
  - **HOLD THE 20-LITER BUCKET IN PLACE UNDER VALVE 7.**

- **SLOWLY OPEN VALVE 7A TO FLUSH THE BLEACH WATER FROM THE SUMP INTO THE BUCKET. “BE CAREFUL NOT TO ALLOW THE BLEACH WATER TO SPLASH ONTO YOUR BODY, ESPECIALLY INTO YOUR EYES!”**
- **CLOSE VALVE 7 AFTER FLUSHING THE BLEACH FROM THE FILTER SUMP.**
- **OPEN VALVE 9 TO PUT THE SYSTEM INTO OPERATION.**
- **RECORD THE DATE OF THE FILTER CHANGE IN THE WATER FILTER MAINTENANCE LOG.**

## **STERILIGHT COBALT ULTRA VIOLET STERILIZER:**

- THE DISPLAY ON THIS ULTRA VIOLET STERILIZER SHOWS THE ULTRA VIOLET OUTPUT AS A PERCENTAGE. THE MAXIMUM OUTPUT READING IS 99%. THE SYSTEM IS EFFECTIVE WHEN THE OUTPUT IS BETWEEN 50% AND 99%. IF THE OUTPUT DROPS BELOW 50% THE SYSTEM WILL GO INTO THE ALARM MODE AND WILL CLOSE THE SOLENOID VALVE ON THE INLET SIDE OF THE ULTRA VIOLET STERILIZER. THIS WILL PREVENT SUPPLY WATER FROM PASSING THROUGH THE ULTRA VIOLET STERILIZER.
- THE MANUFACTURER RECOMMENDS THAT THE LAMP SHOULD BE REPLACED ANNUALLY. THE CONTROLLER TRACKS THE NUMBER OF DAYS OF OPERATION OF THE LAMP AND THE CONTROLLER. THE DEFAULT SCREEN WILL DISPLAY THE TOTAL LAMP LIFE REMAINING (IN DAYS). THE CONTROLLER WILL COUNT DOWN THE NUMBER OF DAYS REMAINING UNTIL THE LAMP REQUIRES CHANGING (365 DAYS TO 1 DAY). AT "0" DAYS THE CONTROLLER WILL DISPLAY "A3" ON THE DISPLAY AND WILL SUPPLY AN INTERMITTENT AUDIBLE CHIRP (1 SECOND ON, 5 SECONDS OFF), INDICATING THE NEED TO CHANGE THE LAMP.
- THE QUARTZ SLEEVE AND THE SENSOR EYE SHOULD BE CLEANED FOR THE FOLLOWING TWO REASONS:
  - IF THE WATER TREATMENT EQUIPMENT (MULTI MEDIA FILTER, WATER SOFTENER AND TANNINS REMOVAL WATER SOFTENER) FAILS, THE QUARTZ SLEEVE AND THE SENSOR EYE ON THE ULTRA VIOLET STERILIZER COULD BECOME DIRTY CAUSING THE ULTRA VIOLET STERILIZER TO GO INTO ALARM MODE.
  - WHEN THE LAMP IS REPLACED ANNUALLY (AFTER 365 DAYS OF USE).
- CLEAN THE QUARTZ SLEEVE AND SENSOR EYE AS FOLLOWS:
  - UNPLUG THE ULTRA VIOLET STERILIZER POWER CORD FROM THE SURGE SUPPRESSOR.
  - CLOSE BALL VALVES #9 AND #12.
  - PLACE SMALL BUCKET BELOW HOSE BIBB #10.
  - OPEN HOSE BIBB #10 TO DRAIN WATER FROM ULTRA VIOLET STERILIZER INTO BUCKET.
  - OPEN HOSE BIBB #11 TO ALLOW AIR INTO THE ULTRA VIOLET STERILIZER TO PREVENT AIR LOCKING SO ALL OF THE WATER WILL DRAIN FROM THE ULTRA VIOLET STERILIZER.
  - FOLLOW SERVICE AND CLEANING INSTRUCTIONS ON PAGES 8, 9, 10 AND 11 OF THE STERILIGHT COBALT MANUFACTURER'S MANUAL. (NOTE: THE MANUAL SAYS TO USE CLR OR LIME-A-WAY TO CLEAN THE QUARTZ SLEEVE AND THE SENSOR EYE. OUR EXPERIENCE INDICATES THAT ISOPROPYL ALCOHOL AND SHOP TOWELS CAN BE USED TO CLEAN THE QUARTZ SLEEVE AND ISOPROPYL ALCOHOL AND COTTON SWABS CAN BE USED TO CLEAN THE SENSOR EYE).
- AFTER THE QUARTZ SLEEVE AND SENSOR EYE HAVE BEEN CLEANED AND A NEW LAMP HAS BEEN INSTALLED (IF REQUIRED) THE ULTRA VIOLET STERILIZER SHOULD BE SANITIZED AND PUT BACK INTO OPERATION AS FOLLOWS:
  - SERVICE THE PENTEK SUMP FILTER AS DESCRIBED PREVIOUSLY IN THESE INSTRUCTIONS BUT ADD 1 CUP OF HOUSEHOLD BLEACH TO THE FILTER SUMP INSTEAD OF THE USUAL TWO TABLESPOONS.
  - SLOWLY OPEN VALVE 6A TO "PRESSURE UP" THE SUMP FILTER.
  - "DO NOT OPEN VALVE 7 THIS TIME BECAUSE WE WANT TO SEND THE BLEACH SOLUTION TO THE ULTRA VIOLET STERILIZER TO SANITIZE IT".
  - SLOWLY OPEN VALVE 7A TO ALLOW BLEACH SOLUTION TO FLOW TO VALVE 9.

- **“POWER UP” THE ULTRA VIOLET STERILIZER AS FOLLOWS:**
  - **IF YOU CLEANED THE QUARTZ SLEEVE AND SENSOR EYE BUT DID NOT DO AN ANNUAL LAMP REPLACEMENT JUST PLUG THE ULTRA VIOLET STERILIZER POWER CORD INTO THE SURGE SUPPRESSOR.**
  - **IF YOU CLEANED THE QUARTZ SLEEVE AND SENSOR AND REPLACED THE LAMP FOLLOW THE “RESETTING LAMP LIFE” INSTRUCTIONS ON PAGE 11 OF THE MANUFACTURER’S STERILIGHT COBALT MANUAL AND PLUG THE ULTRA VIOLET STERILIZER POWER CORD INTO THE SURGE SUPPRESSOR.**
- **CLOSE HOSE BIBB #10.**
- **CLOSE HOSE BIBB #11.**
- **SLOWLY OPEN BALL VALVE #9 ALLOWING THE BLEACH SOLUTION TO FLOW INTO THE ULTRA VIOLET STERILIZER. THE BLEACH SOLUTION WILL CAUSE THE WATER TO BECOME CLOUDY. THIS COULD CAUSE THE ULTRA VIOLET STERILIZER TO GO INTO ALARM MODE, CLOSE THE SOLENOID VALVE ON THE INLET SIDE OF THE ULTRA VIOLET STERILIZER AND DISPLAY THE “A2” CODE. IF THIS HAPPENS PUSH THE RESET BUTTON ON THE SIDE OF THE CONTROL BOX TO MANUALLY OPEN THE SOLENOID VALVE TO ALLOW THE BLEACH SOLUTION TO FILL THE ULTRA VIOLET STERILIZER.**
- **HOLD A 20-LITER BUCKET UNDER VALVE 11. SLOWLY OPEN VALVE 11 TO PURGE THE AIR FROM THE ULTRA VIOLET STERILIZER. “BE VERY CAREFUL NOT TO ALLOW THE STRONG BLEACH SOLUTION TO SPLASH ONTO YOUR BODY, ESPECIALLY INTO YOUR EYES”. CLOSE VALVE 11 WHEN YOU HAVE PURGED THE AIR FROM THE ULTRA VIOLET STERILIZER.**
- **LEAVE THE SYSTEM IN THIS STATE FOR 20 MINUTES TO ALLOW THE BLEACH SOLUTION “TO WORK”.**
- **AFTER 20 MINUTES HAVE PASSED PLACE A 20-LITER BUCKET UNDER VALVE 11. SLOWLY OPEN VALVE 11 AND FLUSH 20 LITERS OF WATER INTO THE BUCKET TO FLUSH THE BLEACH SOLUTION FROM THE SYSTEM. “BE VERY CAREFUL NOT TO SPLASH THE BLEACH SOLUTION ONTO YOUR BODY ESPECIALLY INTO YOUR EYES”.**
- **CLOSE VALVE 11 AFTER FLUSHING 20 LITERS OF BLEACH SOLUTION.**
- **DISPOSE OF THE BUCKET OF BLEACH SOLUTION BY POURING IT INTO THE FLOOR SUMP IN THE NORTHEAST CORNER OF THE BUILDING.**
- **SLOWLY OPEN BALL VALVE #12 TO PUT THE WATER SYSTEM TO THE OFFICE BUILDING AND TO THE TWO HOUSES BACK INTO OPERATION.**
- **RECORD THE SERVICE DATE IN THE ULTRA VIOLET STERILIZER MAINTENANCE LOG.**



## **REVERSE OSMOSIS SYSTEM:**

### **PRE SEDIMENT AND CARBON FILTERS:**

- **REPLACE THESE FILTERS MONTHLY OR SOONER IF REQUIRED. YOU CAN CONFIRM THAT THEY SHOULD BE REPLACED SOONER BY TESTING AS FOLLOWS:**
  - **THERE'S A PRESSURE GAUGE ON THE INLET SIDE OF THE SEDIMENT FILTER AND ON THE OUTLET SIDE OF THE CARBON FILTER ON THE WATER SUPPLY LINE TO THE REVERSE OSMOSIS SYSTEM.**
  - **TEST THE PRESSURE DIFFERENTIAL ACROSS THE 5-MICRON SEDIMENT FILTER AND THE CARBON FILTER BY OBSERVING THESE TWO PRESSURE GAUGES AT LEAST ONCE A WEEK. THIS MUST BE DONE WHEN THE REVERSE OSMOSIS SYSTEM IS OPERATING BECAUSE WATER "MUST" BE FLOWING THROUGH THE FILTERS TO DO THIS TEST.**
  - **CHANGE BOTH FILTERS IF THE PRESSURE DIFFERENTIAL IS 7 PSI OR MORE ACROSS THE TWO FILTERS.**
- **REPLACE THE FILTERS AS FOLLOWS:**
  - **UNPLUG THE POWER CORD ON THE REVERSE OSMOSIS SYSTEM.**
  - **CLOSE BALL VALVE #14.**
  - **PLACE A 20-LITER BUCKET ON THE FLOOR BELOW THE SEDIMENT AND CARBON FILTER SUMPS TO CATCH SPILLED WATER.**
  - **USE THE WHITE FILTER WRENCH (HANGING ON THE STAND BELOW THE FILTERS) TO LOOSEN THE FILTER SUMPS. PUT THE WRENCH ON THE FILTER WITH THE HANDLE POINTING TO THE RIGHT SIDE OF THE SUMPS AND PULL THE HANDLE TOWARDS YOURSELF. PULL FIRMLY; DON'T JERK ON THE HANDLE! WHILE PULLING ON THE HANDLE WITH YOUR RIGHT HAND, HOLD AGAINST THE SUMP WITH YOUR LEFT HAND TO STEADY THE FILTER ASSEMBLY.**
  - **AFTER THE SUMPS ARE LOOSENED YOU CAN REMOVE THEM BY HAND WITHOUT THE USE OF THE WRENCH.**
  - **TIP THE SUMPS OVER POURING THE WATER AND THE OLD FILTERS INTO THE 20-LITER BUCKET.**
  - **RINSE THE SUMPS USING REVERSE OSMOSIS PRODUCT WATER FROM THE FIBERGLASS STORAGE TANK BY OPENING BALL VALVE #18 TO ADD WATER TO THE SUMPS. RINSE THE WATER AROUND IN THE SUMPS AND POUR THE RINSE WATER INTO THE 20-LITER BUCKET.**
  - **APPLY A "LIGHT" COATING OF SILICONE GREASE (SUPPLIED IN BROWN VIAL) ON THE SUMP O-RINGS.**
  - **TEAR THE PAPER WRAPPING OFF ONE END OF A NEW 5-MICRON SEDIMENT FILTER BEING CAREFUL NOT TO CONTAMINATE THE FILTER BY TOUCHING IT WITH YOUR HANDS.**
  - **INSERT THE 5 MICRON SEDIMENT FILTER INTO THE SUMP WHILE HOLDING THE OUTSIDE OF THE PAPER WRAPPING SO YOUR HAND DOES NOT TOUCH AND CONTAMINATE THE FILTER. REMOVE THE PAPER WRAPPING FROM THE FILTER.**
  - **TEAR THE PLASTIC WRAPPING OFF ONE END OF A NEW CARBON FILTER BEING CAREFUL NOT TO CONTAMINATE THE FILTER BY TOUCHING IT WITH YOUR HANDS.**
  - **INSERT THE CARBON FILTER INTO THE SUMP WHILE HOLDING THE OUTSIDE OF THE PLASTIC WRAPPING SO YOUR HAND DOES NOT TOUCH AND CONTAMINATE THE FILTER. REMOVE THE PLASTIC WRAPPING FROM THE FILTER.**
  - **INSTALL THE SUMPS BY HAND AND "JUST MAKE THEM SNUG". DO NOT USE A WRENCH TO TIGHTEN THE SUMPS OR IT WILL BE NEARLY IMPOSSIBLE TO REMOVE THEM THE NEXT TIME THE FILTERS HAVE TO BE CHANGED.**
  - **OPEN BALL VALVE #14 AND CHECK FOR LEAKS ON THE FILTERS.**
  - **PLUG IN THE REVERSE OSMOSIS SYSTEM POWER CORD.**
  - **RECORD THE DATE OF THE FILTER CHANGE IN THE RO MAINTENANCE LOG.**

### **POST CARBON FILTER:**

- **THE ACTIVATED CARBON FILTER LOCATED BETWEEN BALL VALVE #18 AND BALL VALVE #19 REMOVES VOLATILE ORGANIC COMPOUNDS FROM THE WATER. WHEN THE REVERSE OSMOSIS PRODUCT WATER SHOWS THE FIRST SIGN OF OBJECTIONABLE TASTE THE CARBON FILTER IS NEARLY EXPENDED AND SHOULD BE REPLACED. IT SHOULD BE CHANGED AT LEAST ONCE A MONTH AS FOLLOWS:**
  - **CLOSE BALL VALVE #19.**
  - **PLACE A 20-LITER BUCKET UNDER THE BOTTLE FILL HOSE.**
  - **OPEN BALL VALVE #18 TO RELIEVE PRESSURE ON THE FILTER.**
  - **USE THE BLUE FILTER WRENCH (HANGING ON THE STAND BELOW THE FILTER) TO LOOSEN THE SUMP. PUT THE WRENCH ON THE FILTER WITH THE HANDLE POINTING TO THE RIGHT SIDE OF THE SUMP AND PULL THE HANDLE TOWARDS YOURSELF. PULL FIRMLY; DON'T JERK ON THE HANDLE! WHILE PULLING ON THE HANDLE WITH YOUR RIGHT HAND, HOLD AGAINST THE SUMP WITH YOUR LEFT HAND TO STEADY THE FILTER ASSEMBLY.**
  - **AFTER THE SUMP IS LOOSENED YOU CAN REMOVE IT BY HAND WITHOUT THE USE OF THE WRENCH.**
  - **TIP THE SUMP OVER POURING THE WATER AND THE OLD FILTER INTO THE 20-LITER BUCKET.**
  - **RINSE THE SUMP USING REVERSE OSMOSIS PRODUCT WATER FROM THE FIBERGLASS STORAGE TANK BY OPENING BALL VALVE #21 TO ADD WATER TO THE SUMP. RINSE THE WATER AROUND IN THE SUMP AND POUR THE RINSE WATER INTO THE 20-LITER BUCKET.**
  - **APPLY "LIGHT" COATING OF SILICONE GREASE (SUPPLIED IN BROWN VIAL) ON THE SUMP O-RING.**
  - **TEAR THE PLASTIC WRAPPING OFF ONE END OF A NEW CARBON FILTER BEING CAREFUL NOT TO CONTAMINATE THE FILTER BY TOUCHING IT WITH YOUR HANDS.**
  - **INSERT THE CARBON FILTER INTO THE SUMP WHILE HOLDING THE OUTSIDE OF THE PLASTIC WRAPPING SO YOUR HAND DOES NOT TOUCH AND CONTAMINATE THE FILTER. REMOVE THE PLASTIC WRAPPING FROM THE FILTER.**
  - **INSTALL THE SUMP BY HAND AND "JUST MAKE IT SNUG". DO NOT USE A WRENCH TO TIGHTEN THE SUMP OR IT WILL BE NEARLY IMPOSSIBLE TO REMOVE IT THE NEXT TIME THE FILTER HAS TO BE CHANGED.**
  - **CLOSE VALVE #18.**
  - **OPEN VALVE #19.**
  - **CHECK FOR LEAKS ON THE FILTER.**
  - **RECORD THE DATE OF THE FILTER CHANGE IN THE RO SYSTEM MAINTENANCE LOG.**

### **FLUSHING THE MEMBRANE:**

- **ORGANIC OR MINERAL SLUDGE TENDS TO BUILD UP ON THE SURFACE OF THE MEMBRANE THAT CAN REDUCE ITS PERFORMANCE.**
- **THE MEMBRANE SHOULD BE FAST FLUSHED ONCE A WEEK.**
- **FLUSH THE MEMBRANE BY SLOWLY OPENING MANUAL FLUSH VALVE #22 WHICH IS LOCATED ON THE BACKSIDE OF THE REVESE OSMOSIS SYSTEM.**
- **LET THE UNIT FAST FLUSH FOR 5 MINUTES AND THEN SLOWLY CLOSE THE MANUAL FLUSH VALVE #22.**
- **RECORD THE DATE OF THE FAST FLUSH IN THE RO SYSTEM MAINTENANCE LOG.**

## **HUMIDIFIERS:**

### **OFFICE BUILDING:**

- **THIS HUMIDIFIER IS SUPPLIED WITH WATER FROM THE REVERSE OSMOSIS SYSTEM.**
- **THE WATER FROM THE REVERSE OSMOSIS SYSTEM CONTAINS VERY LOW AMOUNTS OF TOTAL DISSOLVED SOLIDS, SO THE WATER TRAY, DRUM AND FLOAT IN THIS HUMIDIFIER WILL PROBABLY HAVE TO BE CLEANED ONLY ONCE AT THE BEGINNING OF EVERY HEATING SEASON AS FOLLOWS:**
  - **CLOSE THE WATER SUPPLY VALVE; IT IS A PLASTIC BALL VALVE IN THE WATER LINE ADJACENT TO THE HUMIDIFIER.**
  - **REMOVE THE FRONT COVER FROM THE HUMIDIFIER.**
  - **REMOVE THE PIN IN THE VALVE TO REMOVE THE VALVE FLOAT ASSEMBLY.**
  - **REMOVE THE DRUM ASSEMBLY.**
  - **REMOVE THE PAD FROM THE DRUM ASSEMBLY.**
  - **REMOVE THE WATER PAN.**
  - **CLEAN BUILD-UP OF SOLIDS FROM THE VALVE FLOAT, DRUM ASSEMBLY AND WATER TRAY.**
  - **INSTALL NEW PAD ON THE DRUM ASSEMBLY (IF REQUIRED).**
  - **INSTALL THE DRAIN TRAY.**
  - **INSTALL THE DRUM ASSEMBLY.**
  - **INSTALL THE VALVE FLOAT ASSEMBLY.**
  - **OPEN THE WATER SUPPLY VALVE.**
  - **ALLOW THE WATER PAN TO FILL AND CONFIRM THAT IT SHUTS OFF THE WATER SUPPLY WHEN THE WATER PAN IS FULL.**
  - **INSTALL THE FRONT COVER ON THE HUMIDIFIER.**
- **THE PAD SHOULD BE CHECKED AT THE BEGINNING OF EVERY SEASON BECAUSE IT EVENTUALLY WILL DETERIORATE AND WILL SIMPLY FALL APART.**
- **THE DAMPER ON THE DUCT SHOULD BE OPENED AT THE BEGINNING OF THE HEATING SEASON AND SHOULD BE CLOSED AT THE END OF THE HEATING SYSTEM.**
- **THE BALL VALVE ON THE WATER SUPPLY LINE SHOULD BE OPENED AT THE BEGINNING OF THE HEATING SEASON AND CLOSED AT THE END OF THE HEATING SEASON.**
- **RECORD THE DATE OF THE SERVICE IN THE HUMIDIFIERS MAINTENANCE LOG.**

### **HOUSES:**

- **THESE HUMIDIFIERS ARE BEING SUPPLIED WITH WATER FROM THE BUILDING WATER DISTRIBUTION SYSTEM. THIS WATER HAS A VERY HIGH CONCENTRATION OF TOTAL DISSOLVED SOLIDS (3000 PPM) WHICH WILL BUILD UP VERY QUICKLY IN THE WATER TRAYS, DRUMS AND FLOATS IN THESE UNITS.**
- **THESE HUMIDIFIERS SHOULD BE CLEANED AT LEAST ONCE A MONTH DURING THE HEATING SEASON AS FOLLOWS:**
  - **CLOSE THE SUPPLY VALVES (SADDLE VALVES ON THE COPPER WATER LINES).**
  - **REMOVE THE FRONT COVER FROM THE HUMIDIFIER.**
  - **REMOVE THE PIN IN THE VALVE TO REMOVE THE VALVE FLOAT ASSEMBLY.**
  - **REMOVE THE DRUM ASSEMBLY.**
  - **REMOVE THE PAD FROM THE DRUM ASSEMBLY.**
  - **REMOVE THE WATER PAN.**
  - **CLEAN BUILD-UP OF SOLIDS FROM THE VALVE FLOAT, DRUM ASSEMBLY AND WATER TRAY.**
  - **INSTALL NEW PAD ON THE DRUM ASSEMBLY.**
  - **INSTALL THE DRAIN TRAY.**

**HOUSES (CONTINUED):**

- **INSTALL THE DRUM ASSEMBLY.**
- **INSTALL THE VALVE FLOAT ASSEMBLY.**
- **OPEN THE WATER VALVE.**
- **ALLOW THE WATER PAN TO FILL AND CONFIRM THAT IT SHUTS OFF THE WATER SUPPLY WHEN THE WATER PAN IS FULL.**
- **INSTALL THE FRONT COVER ON THE HUMIDIFIER.**
- **THE DAMPER ON THE DUCT SHOULD BE OPENED AT THE BEGINNING OF THE HEATING SEASON AND SHOULD BE CLOSED AT THE END OF THE HEATING SEASON.**
- **THE BALL VALVE ON THE WATER SUPPLY LINE SHOULD BE OPENED AT THE BEGINNING OF THE HEATING SEASON AND CLOSED AT THE END OF THE HEATING SEASON.**
- **RECORD THE DATE OF THE SERVICE IN THE HUMIDIFIERS MAINTENANCE LOG.**

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## **HUMIDIFIERS**

## **OFFICE BUILDING**



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DATE	OPEN VALVE (FALL)
10/1/01	10/1/01
10/2/01	10/2/01
10/3/01	10/3/01
10/4/01	10/4/01
10/5/01	10/5/01
10/6/01	10/6/01
10/7/01	10/7/01
10/8/01	10/8/01
10/9/01	10/9/01
10/10/01	10/10/01
10/11/01	10/11/01
10/12/01	10/12/01
10/13/01	10/13/01
10/14/01	10/14/01
10/15/01	10/15/01
10/16/01	10/16/01
10/17/01	10/17/01
10/18/01	10/18/01
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10/21/01	10/21/01
10/22/01	10/22/01
10/23/01	10/23/01
10/24/01	10/24/01
10/25/01	10/25/01
10/26/01	10/26/01
10/27/01	10/27/01
10/28/01	10/28/01
10/29/01	10/29/01
10/30/01	10/30/01
10/31/01	10/31/01

TRAY,  
DRUM,  
FLOAT

NEW  
PAD

CLOSE  
VALVE  
(SPRING)

CLOSE  
DAMPER  
(SPRING)

OPEN  
VALVE  
(FALL)

OPEN  
DAMPER  
(FALL)

TRAY,  
DRUM,  
FLOAT

EW	AD	(S)
0.00	0.00	0.00
0.01	0.01	0.01
0.02	0.02	0.02
0.03	0.03	0.03
0.04	0.04	0.04
0.05	0.05	0.05
0.06	0.06	0.06
0.07	0.07	0.07
0.08	0.08	0.08
0.09	0.09	0.09
0.10	0.10	0.10
0.11	0.11	0.11
0.12	0.12	0.12
0.13	0.13	0.13
0.14	0.14	0.14
0.15	0.15	0.15
0.16	0.16	0.16
0.17	0.17	0.17
0.18	0.18	0.18
0.19	0.19	0.19
0.20	0.20	0.20
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0.22	0.22	0.22
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0.24	0.24	0.24
0.25	0.25	0.25
0.26	0.26	0.26
0.27	0.27	0.27
0.28	0.28	0.28
0.29	0.29	0.29
0.30	0.30	0.30
0.31	0.31	0.31
0.32	0.32	0.32
0.33	0.33	0.33
0.34	0.34	0.34
0.35	0.35	0.35
0.36	0.36	0.36
0.37	0.37	0.37
0.38	0.38	0.38
0.39	0.39	0.39
0.40	0.40	0.40
0.41	0.41	0.41
0.42	0.42	0.42
0.43	0.43	0.43
0.44	0.44	0.44
0.45	0.45	0.45
0.46	0.46	0.46
0.47	0.47	0.47
0.48	0.48	0.48
0.49	0.49	0.49
0.50	0.50	0.50
0.51	0.51	0.51
0.52	0.52	0.52
0.53	0.53	0.53
0.54	0.54	0.54
0.55	0.55	0.55
0.56	0.56	0.56
0.57	0.57	0.57
0.58	0.58	0.58
0.59	0.59	0.59
0.60	0.60	0.60
0.61	0.61	0.61
0.62	0.62	0.62
0.63	0.63	0.63
0.64	0.64	0.64
0.65	0.65	0.65
0.66	0.66	0.66
0.67	0.67	0.67
0.68	0.68	0.68
0.69	0.69	0.69
0.70	0.70	0.70
0.71	0.71	0.71
0.72	0.72	0.72
0.73	0.73	0.73
0.74	0.74	0.74
0.75	0.75	0.75
0.76	0.76	0.76
0.77	0.77	0.77
0.78	0.78	0.78
0.79	0.79	0.79
0.80	0.80	0.80
0.81	0.81	0.81
0.82	0.82	0.82
0.83	0.83	0.83
0.84	0.84	0.84
0.85	0.85	0.85
0.86	0.86	0.86
0.87	0.87	0.87
0.88	0.88	0.88
0.89	0.89	0.89
0.90	0.90	0.90
0.91	0.91	0.91
0.92	0.92	0.92
0.93	0.93	0.93
0.94	0.94	0.94
0.95	0.95	0.95
0.96	0.96	0.96
0.97	0.97	0.97
0.98	0.98	0.98
0.99	0.99	0.99
1.00	1.00	1.00

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RING)

	PEN	ALVE	ALL)
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5	0.00	0.00	0.00
6	0.00	0.00	0.00
7	0.00	0.00	0.00
8	0.00	0.00	0.00
9	0.00	0.00	0.00
10	0.00	0.00	0.00
11	0.00	0.00	0.00
12	0.00	0.00	0.00
13	0.00	0.00	0.00
14	0.00	0.00	0.00
15	0.00	0.00	0.00
16	0.00	0.00	0.00
17	0.00	0.00	0.00
18	0.00	0.00	0.00
19	0.00	0.00	0.00
20	0.00	0.00	0.00
21	0.00	0.00	0.00
22	0.00	0.00	0.00
23	0.00	0.00	0.00
24	0.00	0.00	0.00
25	0.00	0.00	0.00
26	0.00	0.00	0.00
27	0.00	0.00	0.00
28	0.00	0.00	0.00
29	0.00	0.00	0.00
30	0.00	0.00	0.00
31	0.00	0.00	0.00
32	0.00	0.00	0.00
33	0.00	0.00	0.00
34	0.00	0.00	0.00
35	0.00	0.00	0.00
36	0.00	0.00	0.00
37	0.00	0.00	0.00
38	0.00	0.00	0.00
39	0.00	0.00	0.00
40	0.00	0.00	0.00
41	0.00	0.00	0.00
42	0.00	0.00	0.00
43	0.00	0.00	0.00
44	0.00	0.00	0.00
45	0.00	0.00	0.00
46	0.00	0.00	0.00
47	0.00	0.00	0.00
48	0.00	0.00	0.00
49	0.00	0.00	0.00
50	0.00	0.00	0.00
51	0.00	0.00	0.00
52	0.00	0.00	0.00
53	0.00	0.00	0.00
54	0.00	0.00	0.00
55	0.00	0.00	0.00
56	0.00	0.00	0.00
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64	0.00	0.00	0.00
65	0.00	0.00	0.00
66	0.00	0.00	0.00
67	0.00	0.00	0.00
68	0.00	0.00	0.00
69	0.00	0.00	0.00
70	0.00	0.00	0.00
71	0.00	0.00	0.00
72	0.00	0.00	0.00
73	0.00	0.00	0.00
74	0.00	0.00	0.00
75	0.00	0.00	0.00
76	0.00	0.00	0.00
77	0.00	0.00	0.00
78	0.00	0.00	0.00
79	0.00	0.00	0.00
80	0.00	0.00	0.00
81	0.00	0.00	0.00
82	0.00	0.00	0.00
83	0.00	0.00	0.00
84	0.00	0.00	0.00
85	0.00	0.00	0.00
86	0.00	0.00	0.00
87	0.00	0.00	0.00
88	0.00	0.00	0.00
89	0.00	0.00	0.00
90	0.00	0.00	0.00

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Stenger's Plumbing & Heating Ltd., 19 Rossland Drive SE, Medicine Hat, Alberta, phone 403-526-2251, fax 403-529-9316, e-mail: [stengers@telusplanet.net](mailto:stengers@telusplanet.net)





# **PUBLIC NOTICE / AVIS PUBLIC**

**DO NOT DRINK – WATER IS NOT POTABLE**

**NE PAS BOIRE – EAU NON-POTABLE**

DATE \_\_\_\_\_

AUTHORIZATION (SIGN) \_\_\_\_\_

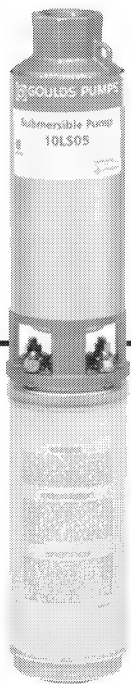
**DANGER**

**NON-POTABLE  
WATER  
DO NOT DRINK**

**DANGER**

**EAU NON  
POTABLE  
NE PAS BOIRE**





# 60 Hz STANDARD 4" Submersible Pumps

MODEL LS

5LS, 7LS, 10LS, 18LS, 25LS

## SPECIFICATIONS

Model	Flow Range US GPM	Horsepower Range	Best Eff. US GPM	Discharge Connection	Minimum Well Size	Rotation <sup>①</sup>
5LS	1.2 – 7.5	1/4 – 1 1/4	5	1 1/4"	4"	CCW
7LS	1.5 – 10	1/2 – 1 1/2	7	1 1/4"	4"	CCW
10LS	3 – 16	3/4 – 1 1/2	10	1 1/4"	4"	CCW
18LS	6 – 28	3/4 – 1 1/2	18	1 1/4"	4"	CCW
25LS	8 – 33	1 – 1 1/2	25	1 1/4"	4"	CCW

① Rotation is counterclockwise when observed from pump discharge end.

## FEATURES

- **Powered for Continuous Operation:** All ratings are within the working limits of the motor as recommended by the motor manufacturer. Pump can be operated continuously without damage to the motor.
- **Field Serviceable:** Pump can be rebuilt in the field to like new condition with common tools and readily available spare parts.
- NOTE:** The Model LS has left hand casing threads.
- **Sand Resistant Construction:** Field proven over almost four decades, face clearance design and floating impellers for an extremely abrasion resistant configuration.
- **Stainless Steel Metal Parts:** AISI stainless parts are corrosion resistant, non-toxic and non-leaching.
- **FDA Compliant Non-Metallic Parts:** Impellers, diffusers and upper bearing

- spider are constructed of a glass-filled engineered composite. This material is corrosion resistant and non-toxic.
- **Discharge Head:** High profile cast lead-free silicon bronze for superior strength and durability. Cast in loop for safety line.
- **Motor Adapter:** Cast lead-free silicon bronze is extremely rigid for accurate alignment of liquid end to motor. Generous space for removal of motor mounting nuts with regular open-end wrench.
- **Bowls:** Stainless steel for strength and abrasive resistance.
- **Check Valve:** Built-in check valve constructed of durable, abrasive resistant engineered composite. Positive sealing with Ethylene Propylene rubber o-ring.
- **Stainless Steel Casing:** Polished stainless steel is attractive and durable in the most corrosive water.

- **Hex Shaft Design:** Six sided shafts for positive impeller drive.
- **Shaft Coupling:** Exposed for ease of field alignment to motor shaft and to check pump rotation.
- **Urethane Upper Bearing:** Fluted design for free passage of abrasives and excellent resistance to sand damage.
- **Franklin Electric Motor:**
  - Corrosion resistant stainless steel construction through 10 HP.
  - Built-in surge arrestor is provided on single phase motors.
  - Stainless steel splined shaft.
  - Hermetically sealed windings.
  - Replaceable motor lead assembly.
  - UL 778 recognized.
  - NEMA mounting dimensions.
  - Control box is required with 3 wire single phase units.
  - Three phase units require a magnetic starter with three leg protection. Magnetic starter and heaters must be ordered separately.
  - Built-in auto-reset overload protection in single phase up to 1 1/2 HP – 2 wire and up to 1 HP – 3 wire.

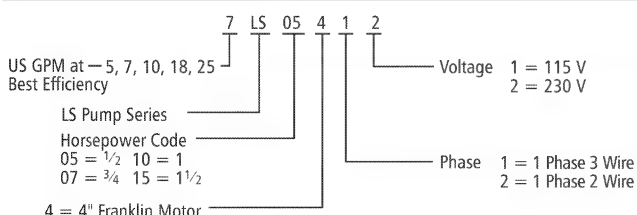
■ **Agency Listings:** All complete pump/motor assemblies are UL778 and CSA listed. All 4" Franklin Electric Motors are UL778 recognized.

## "LS" SERIES MATERIALS OF CONSTRUCTION

Part Name	Material
Discharge Head	Silicon Bronze
Check Valve Poppet	Ultrathane
Check Valve O-ring	Ethylene Propylene
Check Valve Retaining Spring	AISI 302 SS
Bearing Spider – Upper	Glass Filled Engineered Composite
Bearing	Urethane, FDA compliant
Klipring	AISI 301 SS
Diffuser	Glass Filled Engineered Composite
Impeller	Glass Filled Engineered Composite
Bowl	AISI 304 SS
Intermediate Sleeve <sup>②</sup>	AISI 304 SS, Powder Metal
Intermediate Shaft Coupling <sup>②</sup>	AISI 304 SS, Powder Metal
Intermediate Bearing Spider <sup>②</sup>	Glass Filled Engineered Composite
Intermediate Bearing Shim	AISI 303 SS
Spacer	AISI 304 SS, Powder Metal
Screws – Cable Guard	AISI 304 SS
Motor Adapter	Silicon Bronze
Suction Strainer	Engineered Composite
Casing	AISI 304 SS
Shaft	AISI 304 SS
Coupling	AISI 304 SS, Powder Metal
Cable Guard	AISI 304 SS

② See Repair Parts page for where used.

## ORDER NUMBER CODE



## AGENCY LISTINGS

CSA Canadian Standards Association

UL Underwriters Laboratories

Goulds Pumps is ISO 9001 Registered.

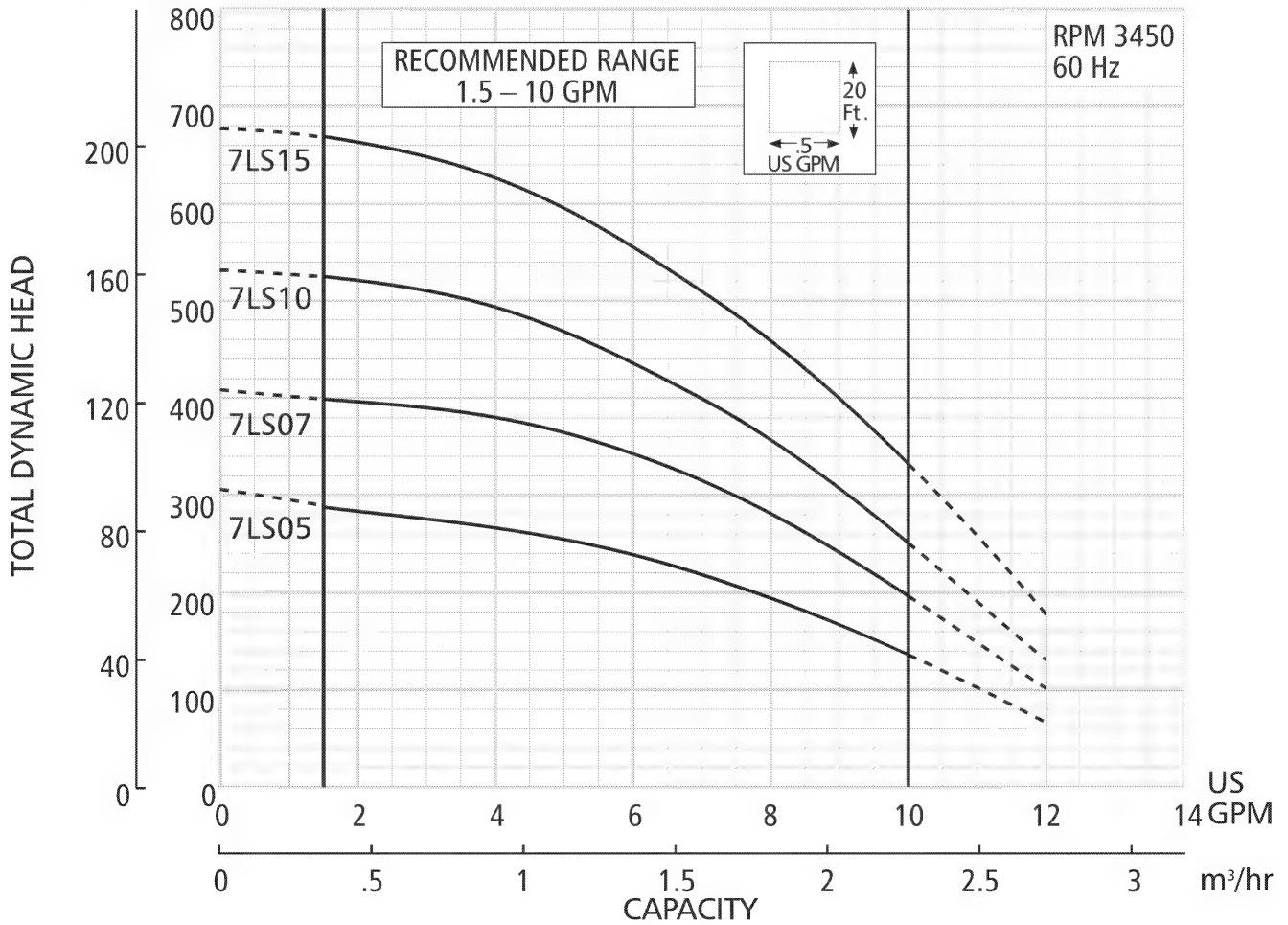
Goulds Pumps

ITT Industries

# Model 7LS



METERS FEET

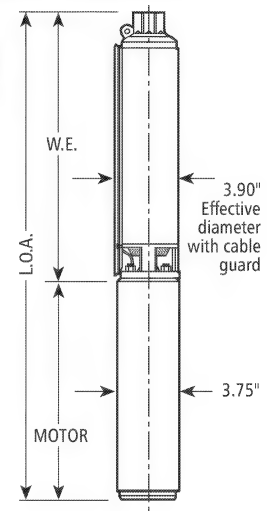


## DIMENSIONS AND WEIGHTS

Model	HP	Phase	Stages	Length (inches)			Weight (lbs.)		
				W.E.①	Motor	L.O.A.②	W.E.	Motor	Total
7LS05412,22,11,21	½	1	10	13.3	9.5	22.8	7	19	26
7LS07412,22	¾	1	13	15.4	10.7	26.1	9	21	30
7LS10412,22	1	1	17	18.3	11.8	30.1	10	24	34
7LS15412	1½	1	22	21.9	13.6	35.5	12	28	40
7LS15422	1½	1	22	21.9	15.1	37.0	12	31	43

① W.E. = water end or pump without motor.

② L.O.A. = length of assembly – complete pump – water end and motor.



# Model 7LS



## SELECTION CHART

Horsepower Range  $\frac{1}{2}$  –  $1\frac{1}{2}$ , Recommended Range 1.5 – 10 GPM, 60 Hz, 3450 RPM

Pump Model	HP	PSI	Depth to Water in Feet/Ratings in US GPM (Gallons per Minute)																							
			20	40	60	80	100	120	140	160	180	200	220	240	260	280	300	340	380	420	460	500	540	580	620	
7LS05	½	0							9.8	9.2	8.5	7.8	7.0	5.9	4.5	2.8										
		20					9.7	9.0	8.3	7.5	6.6	5.7	4.1	2.0												
		30				9.5	8.9	8.2	7.3	6.4	5.4	4.0	1.5													
		40		10.0	9.4	8.8	8.1	7.3	6.1	5.1	3.9	1.5														
		50	10.0	9.3	8.6	8.0	7.1	6.0	4.8	3.3																
		60	9.2	8.5	7.8	7.0	5.9	4.5	2.8																	
Shut-off PSI			121	113	104	95	87	78	69	61	52	43	35	26	17	9										
7LS07	¾	0										9.8	9.4	8.8	8.4	7.9	7.4	5.8	3.8							
		20								9.7	9.3	8.8	8.3	7.8	7.3	6.5	5.7	3.0								
		30							9.6	9.3	8.7	8.2	7.7	7.0	6.3	5.5	4.5									
		40					10.1	9.5	9.1	8.7	8.2	7.7	6.9	6.2	5.4	4.5	2.7									
		50				10.0	9.4	9.0	8.5	8.0	7.6	6.8	6.0	5.2	4.0	2.5										
		60			9.8	9.4	8.8	8.4	7.9	7.4	6.7	5.8	5.0	3.8	1.5											
Shut-off PSI					148	140	131	123	114	105	97	88	79	71	62	53	45	27	10							
7LS10	1	0													9.7	9.4	9.1	8.2	7.4	6.5	5.2	3.5				
		20												9.7	9.3	8.9	8.5	8.1	7.3	6.3	5.0	3.0				
		30										10.0	9.6	9.2	8.8	8.4	8.1	7.7	6.7	5.6	4.0					
		40									9.9	9.5	9.2	8.7	8.4	8.0	7.7	7.2	6.1	4.8	2.5					
		50								9.8	9.4	9.1	8.7	8.3	7.8	7.5	7.1	6.2	5.4	3.9						
		60						9.7	9.4	9.1	8.6	8.2	7.8	7.4	7.0	6.5	5.8	4.4	2.0							
Shut-off PSI								177	168	159	151	142	133	125	116	107	99	81	64	47	29	12				
7LS15	1½	0															9.8	9.3	8.7	8.0	7.3	6.4	5.4	4.1	1.8	
		20															10.1	9.8	9.2	8.5	7.9	7.2	6.4	5.3	3.8	1.5
		30																9.8	9.5	8.8	8.2	7.4	6.7	5.7	4.5	2.8
		40													10.0	9.7	9.5	9.1	8.4	7.8	7.0	6.2	5.2	3.4		
		50											9.9	9.6	9.4	9.0	8.7	8.0	7.4	6.5	5.6	4.2	2.3			
		60										9.8	9.6	9.3	9.0	8.7	8.3	7.6	6.9	6.0	4.9	3.1				
Shut-off PSI												206	198	185	176	168	159	142	124	107	90	72	55	38	20	



# Repair Parts

## MODEL LS

5LS, 7LS, 10LS, 18LS, 25LS

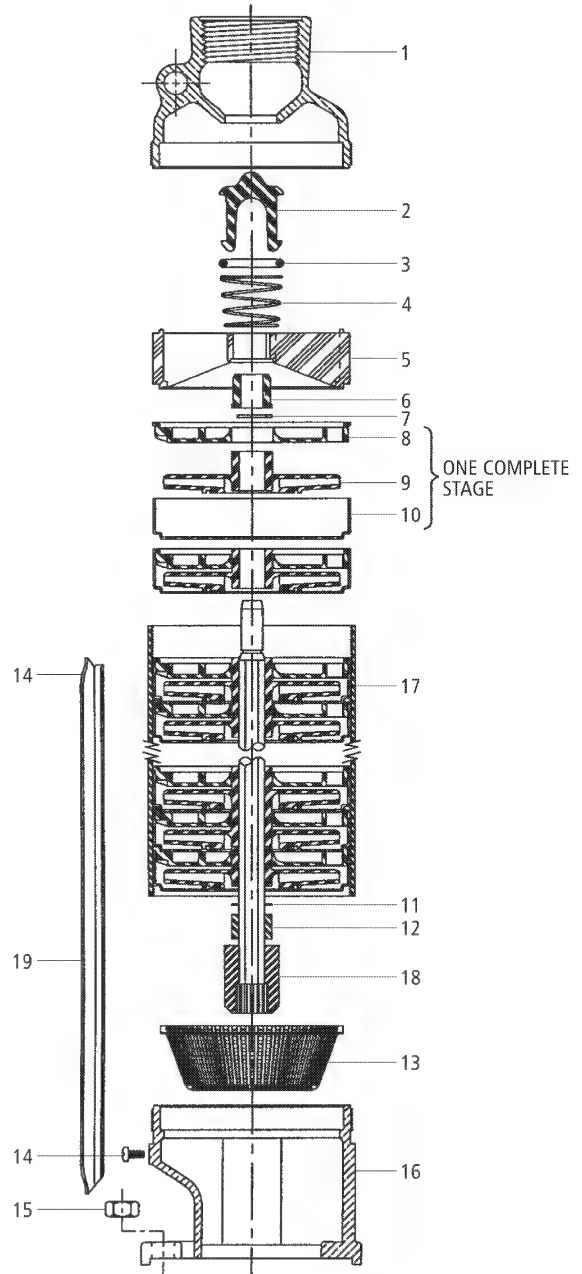
Item No.	Description	Current Models <sup>②</sup>						
		HP	5LS <sup>①</sup> (H97-G98)	5LS (H98)	7LS	10LS	18LS	25LS
	Number of Stages	½	12	12	10	7	—	—
		¾	15	15	13	10	6	—
		1	20	20	17	12	8	7
		1½	—	26 <sup>③</sup>	22	17	11	9
1-4	Discharge head/ check valve assembly	7K1744						
2	Check valve poppet	7K1559						
3	Check valve o-ring	5K254						
4	Check valve spring	7K1746						
5	Bearing spider	7K1372						
6	Bearing	7K1740						
7	Retaining ring	7K817						
8	Diffuser	7K1750	7K1750	7K995	7K17	7K20	7K20	
9	Impeller	7K1749	7K1837	7K1343	7K35	7K1334	7K1914	
10	Bowl	7K1751	7K1838	7K478	7K478	7K858	7K1886	
11	Shim	7K155						
12	Shaft sleeve	7K1336						
13	Suction strainer	7K1637						
14	Cable guard screws	13K91						
15	Hex nut	13K114						
16	Motor adapter	7K1745						
17	Casings	½	7K1430	7K1938	7K1936	7K1905	—	—
		¾	7K1434	7K1941	7K1939	7K1935	7K1964	—
		1	7K1507	7K1949	7K1973	7K1938	7K1935	7K1914
		1½	—	7K1954	7K1951	7K1944	7K1939	7K1943
18	Shaft and coupling (assemblies)	½	7K1374	7K1377	7K1376	7K1360	—	—
		¾	7K1377	7K1381	7K1380	7K1375	7K1359	—
		1	7K1072	7K1458	7K1384	7K1377	7K1375	7K1374
		1½	—	7K1839	7K1389	7K1457	7K1380	7K1378
19	Cable guards	½	7K1400	7K1888	7K1886	7K1883	—	—
		¾	7K1404	7K1890	7K1889	7K1886	7K1883	—
		1	7K1424	7K1917	7K1916	7K1888	7K1886	7K1886
		1½	7K1922	—	7K1919	7K1916	7K1888	7K1888

① H97 — Began using large diameter hydraulic, previous models using small diameter hydraulic.

② Current models are identified by 4 cable guard screws.

③ Indicates model with one intermediate bearing spider 7K1371, one mid-bearing 7K1369 and one intermediate shaft sleeve 7K209.

Models 7LS15 and all 5LS models use (1) upthrust washer, part number 7K15, in the upper stage.



Goulds Pumps







# 4" Submersible Pumps

## *Installation and Operation Instructions*

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### Owner's Information

Pump Model #: \_\_\_\_\_

Pump Serial #: \_\_\_\_\_

Motor Model #: \_\_\_\_\_

Motor Serial #: \_\_\_\_\_

Dealer: \_\_\_\_\_

Dealer Telephone: \_\_\_\_\_

Purchase Date: \_\_\_\_\_

Installation Date: \_\_\_\_\_

Volts: \_\_\_\_\_

Amps: \_\_\_\_\_

**Goulds Pumps**

IM096R02

[www.goulds.com](http://www.goulds.com)



## SAFETY INSTRUCTIONS

**TO AVOID SERIOUS OR FATAL PERSONAL INJURY OR MAJOR PROPERTY DAMAGE, READ AND FOLLOW ALL SAFETY INSTRUCTIONS IN MANUAL AND ON PUMP.**

**THIS MANUAL IS INTENDED TO ASSIST IN THE INSTALLATION AND OPERATION OF THIS UNIT AND MUST BE KEPT WITH THE PUMP.**



This is a **SAFETY ALERT SYMBOL**. When you see this symbol on the pump or in the manual, look for one of the following signal words and be alert to the potential for personal injury or property damage.

**⚠ DANGER** Warns of hazards that **WILL** cause serious personal injury, death or major property damage.

**⚠ WARNING** Warns of hazards that **CAN** cause serious personal injury, death or major property damage.

**⚠ CAUTION** Warns of hazards that **CAN** cause personal injury or property damage.

**NOTICE: INDICATES SPECIAL INSTRUCTIONS WHICH ARE VERY IMPORTANT AND MUST BE FOLLOWED.**

**THOROUGHLY REVIEW ALL INSTRUCTIONS AND WARNINGS PRIOR TO PERFORMING ANY WORK ON THIS PUMP.**

**MAINTAIN ALL SAFETY DECALS.**

*Important notice: Read safety instructions before proceeding with any wiring*

**⚠ WARNING** All electrical work must be performed by a qualified technician. Always follow the National Electrical Code (NEC), or the Canadian Electrical Code, as well as all local, state and provincial codes. Code questions should be directed to your local electrical inspector. Failure to follow electrical codes and OSHA safety standards may result in personal injury or equipment damage. Failure to follow manufacturer's installation instructions may result in electrical shock, fire hazard, personal injury or death, damaged equipment, provide unsatisfactory performance, and may void manufacturer's warranty.

**⚠ WARNING** Standard units are not designed for use in swimming pools, open bodies of water, hazardous liquids, or where flammable gases exist. Well must be vented per local codes.

Only pumps specifically Listed for Class 1, Division 1 are allowable in hazardous liquids and where flammable gases may exist. *See specific pump catalog bulletins or pump nameplate for all agency Listings.*

**⚠ WARNING** Disconnect and lockout electrical power before installing or servicing any electrical equipment. Many pumps are equipped with automatic thermal overload protection which may allow an overheated pump to restart unexpectedly.

**⚠ CAUTION**

All three phase (3Ø) controls for submersible pumps must provide Class 10, quick-trip, overload protection.

**⚠ WARNING**

Do not lift, carry or hang pump by the electrical cables. Damage to the Electrical Cables can cause shock, burns or death.

**⚠ WARNING**

Use only stranded copper wire to pump/motor and ground. The ground wire must be at least as large as the power supply wires. Wires should be color coded for ease of maintenance and troubleshooting.

**⚠ DANGER**

Install wire and ground according to the National Electrical Code (NEC), or the Canadian Electrical Code, as well as all local, state and provincial codes.

**⚠ WARNING**

Install an all leg disconnect switch where required by code.

**⚠ WARNING**

The electrical supply voltage and phase must match all equipment requirements. Incorrect voltage or phase can cause fire, motor and control damage, and voids the warranty.

**⚠ WARNING**

All splices must be waterproof. If using splice kits follow manufacturer's instructions.

**⚠ WARNING**

Select the correct type and NEMA grade junction box for the application and location. The junction box must insure dry, safe wiring connections.

**⚠ WARNING**

Failure to permanently ground the pump, motor and controls before connecting to power can cause shock, burns or death.

**⚠ WARNING**

4" motors  $\geq$  2 HP require a minimum flow rate of .25 ft/sec. or 7.62 cm/sec. past the motor for proper motor cooling. The following are the minimum flows in GPM per well diameter required for cooling: 1.2 GPM/4", 7 GPM/5", 13 GPM/6", 20 GPM/7", 30 GPM/8" or 50 GPM in a 10" well. Pumps  $\geq$  2 HP installed in large tanks should be installed in a flow inducer sleeve to create the needed cooling flow or velocity past the motor.

**⚠ CAUTION**

This pump has been evaluated for use with Water Only.

## INSTALLATION CHECK LIST

- Enter the pump and motor information and other requested data on the front of this manual.
- Inspect all components for shipping damage, report damage to the distributor immediately.
- Verify that motor HP and pump HP match.
- Match power supply voltage and phase to motor and control specifications.
- Select a dry, shaded location in which to mount the controls.
- Make all underwater and underground splices with waterproof splice connections.
- Hold the pump at the discharge head when installing threaded pipe or an adapter fitting as most pumps have left hand threads which will be loosened if you hold the pump anyplace except the discharge head.
- Check all plumbing connections to insure they are tight and sealed with Teflon tape.
- Verify that the pipe pressure rating is higher than pump shut-off pressure.
- Install a pressure relief valve on any system capable of creating over 75 PSI.
- Locate the pressure switch within 4' of the pressure tank to prevent switch chatter.
- Adjust tank pre-charge to 2 PSI below the system cut-in pressure setting, ex. 28 on a 30/50 system.
- Set the pump 10' above the well bottom to keep above sediment and debris.
- Insure that main power is disconnected, turned OFF, before wiring any components.
- Wiring should be performed only by qualified technicians.
- Wiring and Grounding must be in compliance with national and local codes.
- Restrict the flow with a ball or globe valve, 1/3 open, before starting pump for first time.
- Open a faucet or discharge valve on start-up to keep dirty water from entering the tank.
- Turn main breaker or disconnect ON.
- Run through several on/off cycles to verify proper switch operation.
- Check amps and enter the data on the front of this manual.
- Leave the manual with the owner or at the job site.

## 1.0 TYPICAL INSTALLATIONS

### CAPTIVE AIR TANK INSTALLATION

**NOTICE:** TANK PRE-CHARGE PRESSURE CHANGES MUST BE MADE USING THE AIR VALVE ON TOP OF THE TANK.

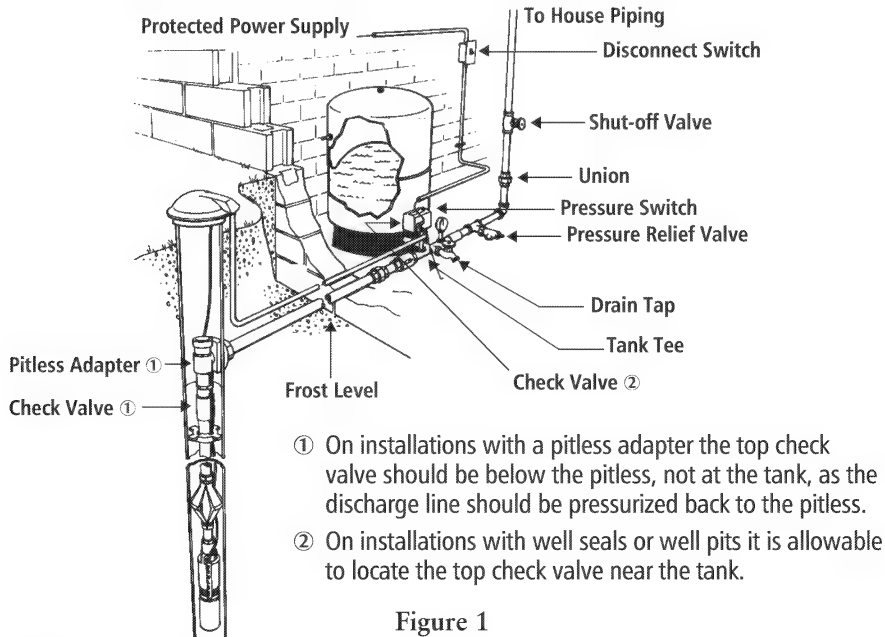


Figure 1

### GALVANIZED TANK INSTALLATION

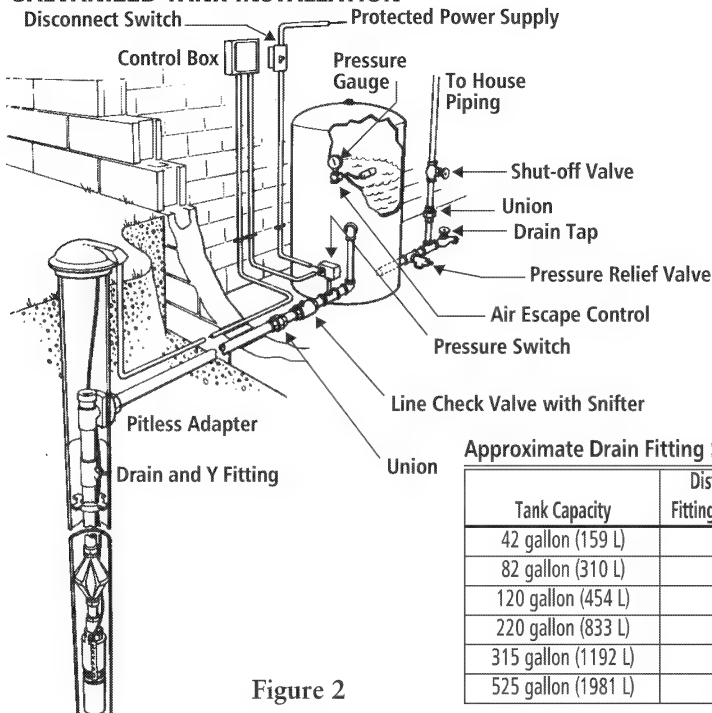


Figure 2

## 2.0 PIPING

**Notice:** Most 4" submersibles have left-hand discharge head threads, hold the pump only at the "discharge head" when installing fittings or threaded pipe.



### 2.1 General

The pump discharge piping should be sized for efficient pump operation. Use the

Friction Loss Tables to calculate total dynamic head using different pipe sizes. As a rule of thumb, use 1" for up to 10 gpm, 1¼" for up to 30 gpm, 1½" for up to 45 gpm, and 2" for up to 80 gpm. In the case of long pipe runs it is best to increase pipe size.

Some pumps are capable of very high discharge pressures, please select pipe accordingly. Consult with your pipe supplier to determine the best type of pipe for each installation.



### 2.2 Pressure Tank, Pressure Switch and Pressure Relief Valve

Select an area in which the ambient temperature is always above 34° F (1° C) in which to install the tank, pressure switch, and pressure relief valve. The tank should be located in an area where a leak will not damage property.

The pressure switch should be located at the tank cross tee and never more than 4' from the tank. Locating the switch more than 4' from the tank will cause switch chatter.

There should be no valves, filters, or high loss fittings between the switch and the tank(s) as switch

chatter may result. As an example, a 1¼" spring check valve has friction loss equal to 12' of pipe, placing the valve between the pressure switch and the pressure tank is the same as moving the pressure switch 12' away from the tank. It will create switch chatter.

On multiple tank installations the switch should be as close to the center of the tanks as possible. Multiple tank installations should have a manifold pipe at least 1½ times the size of the supply pipe from the pump. This will reduce the Friction Head in the manifold and reduce the possibility of switch chatter.

The cut-in setting on a 30 - 50 pressure switch is 30 psi. Cut-in is the lower of the pressure settings.

Pressure relief valves are required on any system that is capable of producing 100 psi or 230' TDH. If in an area where a water leak or blow-off may damage property connect a drain line to the pressure relief valve. Run it to a suitable drain or an area where the water will not damage property.

### 2.3 Adjusting Tank Pre-Charge

Insure that the tank is empty of water. Use a high quality pressure gauge to check the tank pre-charge pressure. The pressure should be 2 psi below the pump cut-in pressure. As an example, a 30-50 psi system would use a tank pre-charge of 28 psi.

### 2.4 Discharge Pipe

**Note:** Most discharge heads are threaded into the casing with left-hand threads. Hold the pump only at the discharge head when installing fittings. Failure to hold the discharge head will loosen it and pump damage will result on start-up.

If your pipe requires an adapter we strongly recommend using stainless steel. Galvanized fittings or pipe should never be connected directly to a stainless steel discharge head as galvanic corrosion may occur. Plastic or brass pumps can use any material for this connection. Barb type connectors should always be double clamped.

The pump discharge head has a loop for attaching a safety cable. The use of a safety cable is at the discretion of the installer.

## 2.5 Installing Pump in Well

If you are using a torque arrestor, install it per the manufacturer's installation instructions. Consult the seller for information on torque arrestors and for installation instructions.

Connect the discharge pipe to the discharge head or adapter you previously installed. Barb style connectors should always be double clamped. Install the pump into the well using a pitless adapter or similar device at the wellhead. Consult the fitting manufacturer or pitless supplier for specific installation instructions.

Using waterproof electrical tape, fasten the wires to the drop pipe at 10' intervals. Make sure that the tape does not loosen as it will block the pump suction if it falls down the well. Pump suppliers also sell clip-on style wire connectors that attach to the drop pipe.

## 2.6 Special Piping For Galvanized Tank Systems

When using a galvanized tank you should install an AV11 Drain & Y fitting in the well and an AV9 check valve with snifter valve at the tank. This will add air to the tank

on each pump start and prevent water logging the tank. Use an AA4 Air Escape on the tank to allow excess air to escape. The distance between the AV11 and AV9 determines the amount of air introduced on each cycle. See the table for recommended settings. *See Figure 2 in Sec 1.0.*

Gaseous wells should use galvanized tanks with AA4 air escapes to vent off excess air and prevent "spurting" at the faucets.

Methane and other explosive or dangerous gases require special water treatment for safe removal. Consult a water treatment specialist to address these issues.

Installations with top feeding wells should use flow sleeves on the pump.

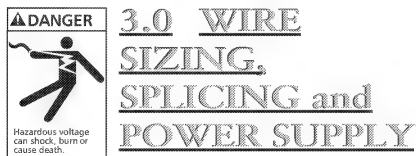
## 2.7 Check Valves

Our pumps use four different style check valves. We recommend check valves as they prevent back-spinning the pump and motor which will cause premature bearing wear. Check valves also prevent water hammer and upthrust damage. Check valves should be installed every 200' – 250' in the vertical discharge pipe.

The following information is for customers who wish to disable a check valve for a drain back system, these systems should use other means to prevent water hammer and upthrust damage:

- **Built-in stainless steel valves** have a flat which is easily drilled through using an electric drill and a 1/4" or 3/8" drill bit to disable the valve.
- **Poppet style check valves which are threaded in from the top** of the discharge head can be easily removed using a 1/2" nut driver or deep socket. The hex hub is visible and accessible from the top.

- **Internal Flomatic™ design plastic poppet style valves** must be removed from inside which requires pump disassembly.
- **Built-in plastic poppet style valves with a stem through the top** may be removed from discharge head by pulling on the stem with pliers.



Always follow the National Electric Code (N.E.C.), Canadian Electrical Code, and any state, provincial, or local codes.

We suggest using only copper wire. Size wire from the charts found in the Technical Data section of this manual, in the Franklin Electric AIM manual, or an N.E.C. (National Electric Code) code book. If discrepancies exist the N.E.C. book takes precedence over a manufacturer's recommendations.

### 3.1 Splicing Wire to Motor Leads

When the drop cable must be spliced or connected to the motor lead it is necessary that the splice be watertight. The splice can be done with heat shrink kits or waterproof tape.

#### A. Heat Shrink Splice Instructions

To use a typical heat shrink kit: strip  $\frac{1}{2}$ " from the motor wires and drop cable wires, it is best to stagger the splices. Place the heat shrink tubes on the wires. Place the crimps on the wires and crimp the ends. Slide the heat shrink tubes over the crimps and heat from the center outward. The sealant and adhesive will ooze out the ends when the tube shrinks. The tube,

crimps, sealant, and adhesive create a very strong, watertight seal.

#### B. Taped Splice Instructions

- Strip individual conductor of insulation only as far as necessary to provide room for a stake type connector. Tubular connectors of the staked type are preferred. If connector O.D. is not as large as cable insulation, build-up with rubber electrical tape.
- Tape individual joints with rubber electrical tape, using two layers; the first extending two inches beyond each end of the conductor insulation end, the second layer two inches beyond the ends of the first layer. Wrap tightly, eliminating air spaces as much as possible.
- Tape over the rubber electrical tape with #33 Scotch electrical tape, or equivalent, using two layers as in step "B" and making each layer overlap the end of the preceding layer by at least two inches.

In the case of a cable with three conductors encased in a single outer sheath, tape individual conductors as described, staggering joints.

Total thickness of tape should be no less than the thickness of the conductor insulation.



### 4.1 Mounting the Motor Control Box

Single phase 3-wire control boxes meet U.L. requirements for Type 3R enclosures. They are suitable for vertical mounting in indoor and



outdoor locations. They will operate at temperatures between 14°F (-10°C) and 122°F (50°C). Select a shaded, dry place to mount the box. Insure that there is enough clearance for the cover to be removed.

## 4.2 Verify Voltage and Turn Supply Power Off

Insure that your motor voltage and power supply voltage are the same.

Place the circuit breaker or disconnect switch in the OFF position to prevent accidentally starting the pump before you are ready.

Three-phase starter coils are very voltage sensitive; always verify actual supply voltage with a voltmeter.

High or low voltage, greater than  $\pm 10\%$ , will damage motors and controls and is not covered under warranty.

## 4.3 Connecting Motor Leads to Motor Control Box, Pressure Switch or Starter



**Caution** Do not power the unit or run the pump until all electrical and plumbing connections are completed. Verify that the disconnect or breaker is

OFF before connecting the pressure switch line leads to the power supply. Follow all local and national codes. Use a disconnect where required by code.

### A. Three-Wire Single Phase Motor

Connect the color coded motor leads to the motor control box terminals - Y (yellow), R (red), and B (black); and the Green or bare wire to the green ground screw.

Connect wires between the Load terminals on the pressure switch and control box terminals L1 and

L2. Run a ground wire between the switch ground and the control box ground. *See Figure 4 or 5.*

### B. Two-Wire Single Phase Motor

Connect the black motor leads to the Load terminals on the pressure switch and the green or bare ground wire to the green ground screw. *See Figure 3.*

### C. Three phase motors

Connect the motor leads to T1, T2, and T3 on the 3 phase starter. Connect the ground wire to the ground screw in the starter box. Follow starter manufacturers instructions for connecting pressure switch or *see Figure 6.*



## 4.4 Connect To Power Supply

Complete the wiring by making the connection from the single phase pressure switch Line

terminals to the circuit breaker panel or disconnect where used.

**Three phase** - make the connections between L1, L2, L3, and ground on the starter to the disconnect switch and then to the circuit breaker panel.

Three phase installations must be checked for motor rotation and phase unbalance. To reverse motor rotation, switch (reverse) any two leads. See the instructions for checking three phase unbalance in section 4.6. Failure to check phase unbalance can cause premature motor failure and nuisance overload tripping. If using a generator, see Technical Data for generators.

## 4.5 Three Phase Overload Protection

Use only Class 10, quick-trip overload protection on three-phase submersible motors. Furnas Class 14 NEMA starters with ESP100

overloads and Class 16 starters equipped with “K” overload heaters or ESP100 overloads will provide adequate protection.

The Franklin Electric Application Manual lists several acceptable starter/overload combinations. Call the FE hotline at 800-348-2420 or the pump manufacturer’s Customer Service group for selection assistance.

**Note** - If replacing an above ground motor with a submersible, verify that the overloads provide Class 10 protection, most above ground motors have Class 20 overloads. Use of Class 20 overloads on submersible motors will not protect the motors and voids the warranty.

#### 4.6 Three Phase Power Unbalance

A full three phase supply consisting of three individual transformers or one three phase transformer is recommended. “Open” delta or wye connections using only two transformers can be used, but are more likely to cause poor performance, overload tripping or early motor failure due to current unbalance.

Check the current in each of the three motor leads and calculate the current unbalance as explained below.

If the current unbalance is 2% or less, leave the leads as connected.

If the current unbalance is more than 2%, current readings should be checked on each leg using each of the three possible hook-ups. Roll the motor leads across the starter in the same direction to prevent motor reversal.

To calculate percent of current unbalance:

- A. Add the three line amp values together.
- B. Divide the sum by three, yielding average current.
- C. Pick the amp value which is furthest from the average current (either high or low).
- D. Determine the difference between this amp value (furthest from average) and the average.
- E. Divide the difference by the average.  
 Multiply the result by 100 to determine percent of unbalance.

	Hookup 1			Hookup 2			Hookup 3		
Starter Terminals	L1	L2	L3	L1	L2	L3	L1	L2	L3
	$\perp$	$\perp$	$\perp$	$\perp$	$\perp$	$\perp$	$\perp$	$\perp$	$\perp$
Motor Leads	R	B	Y	Y	R	B	B	Y	R
	T3	T1	T2	T2	T3	T1	T1	T2	T3

#### Example:

T3-R = 51 amps	T2-Y = 50 amps	T1-B = 50 amps
T1-B = 46 amps	T3-R = 48 amps	T2-Y = 49 amps
T2-Y = 53 amps	T1-B = 52 amps	T3-R = 51 amps
Total = 150 amps	Total = 150 amps	Total = 150 amps
÷ 3 = 50 amps	÷ 3 = 50 amps	÷ 3 = 50 amps
— 46 = 4 amps	— 48 = 2 amps	— 49 = 1 amps
4 ÷ 50 = .08 or 8%	2 ÷ 50 = .04 or 4%	1 ÷ 50 = .02 or 2%

Current unbalance should not exceed 5% at service factor load or 10% at rated input load. If the unbalance cannot be corrected by rolling leads, the source of the unbalance must be located and corrected. If, on the three possible hookups, the leg farthest from the average stays on the same power lead, most of the unbalance is coming from the power source.

Contact your local power company to resolve the imbalance.

## 5.0 STARTING THE PUMP



### **5.1 Throttle the Discharge Before Starting Pump**

Install a ball valve in the discharge line and set it  $\frac{1}{3}$  open before operating the pump in an open discharge manner. This will protect the pump from upthrust damage and also prevent over pumping the well and reduce turbidity. Keep the valve partially closed until the water runs clear.



### **5.2 Throttling A High Static Level Well To Prevent Upthrust**

Any well with a high static water level may allow the pump to operate off the curve to the right or outside the "Recommended Range" shown on the pump curve. We recommend using a "Dole" flow restrictor or throttling with a ball valve to prevent upthrust damage to the pump and motor. The maximum flow must be restricted to be within the pumps recommended operating range. If you use a ball valve, set it, remove the handle, tape the handle

to the pipe, and tag the valve with a note saying, "Do not open this valve or pump may be damaged". The easiest way to "set" the flow is to fill a 5 gallon bucket and time how long it takes to produce 5 gallons. Calculate the flow in gpm based on this value. As the water level drops in the well the flow will be reduced due to increased head and the valve will not interfere with performance.

### **5.3 Start the Pump**

Partially open a valve (faucet) in the system and turn the breaker to the ON position.

Check all fittings for leaks.

Close the valve when the water clears and allow the pressure to build. If properly adjusted the switch should turn the pump off at the preset pressure. Open a few faucets and allow the pump to run through a few cycles. Check switch operation and verify that pressure settings are correct.

Recheck all fittings for leaks.

## 6.0 PAPERWORK and IOM

Please give this filled-in IOM and your business card to the owner. A sticker with your name and phone number on the tank or control box is a great sales tool for future business!

## SINGLE PHASE – 60 HZ MOTOR SPECIFICATIONS

Type	Goulds Motor #/ Control Box	Franklin Motor Model Prefix	HP	Volts	Hz	S.F.	Amps	S.F. Amps	Ohms M=Main S=Start	Inverse Time Breaker	Dual Ele. Time Del. Fuse
4" 2W	S04932/ NR	2445040	½	115	60	1.60	10.0	12.0	1.0 – 1.3	30	20
	S04942/ NR	2445050	½	230	60	1.60	5.0	6.0	4.2 – 5.2	15	10
	S05942/ NR	2445070	¾	230	60	1.50	6.8	8.0	3.0 – 3.6	20	15
	S06942/ NR	2445081	1	230	60	1.40	8.2	9.8	2.2 – 2.7	25	20
	S07942/ NR	2445091	1½	230	60	1.30	10.6	13.1	1.5 – 1.9	30	20
4" 3W	S04930/ 00043	2145044	½	115	60	1.60	Y=10.0 B=10.0 R=0.0	Y=12.0 B=12.0 R=0.0	M = 1.0 – 1.3 S = 4.1 – 5.1	30	20
	S04940/ 00044	2145054	½	230	60	1.60	Y=5.0 B=5.0 R=0.0	Y=6.0 B=6.0 R=0.0	M = 4.2 – 5.2 S = 16.7 – 20.5	15	10
	S05940/ 00054	2145074	¾	230	60	1.50	Y=6.8 B=6.8 R=0.0	Y=8.0 B=8.0 R=0.0	M = 3.0 – 3.6 S = 11.0 – 13.4	20	15
	S06940/ 00064	2145081	1	230	60	1.40	Y=8.2 B=8.2 R=0.0	Y=9.8 B=9.8 R=0.0	M = 2.2 – 2.7 S = 10.1 – 12.3	25	20
4" 3W with RunCap	S07940/ 00074	2243001	1½	230	60	1.30	Y=10.0 B=9.9 R=1.3	Y=11.5 B=11.0 R=1.3	M = 1.5 – 2.3 S = 6.2 – 12.0	30	20
	S08940/ 00084	2243011	2	230	60	1.25	Y=10.0 B=9.3 R=2.6	Y=13.2 B=11.9 R=2.6	M = 1.6 – 2.3 S = 5.2 – 7.15	25	20
	S09940/ 00094	2243027	3	230	60	1.15	Y=14.0 B=12.2 R=4.7	Y=17.0 B=14.5 R=4.5	M = 0.9 – 1.5 S = 3.0 – 4.9	40	30
	S10940/ 00104	2243037	5	230	60	1.15	Y=23.0 B=15.9 R=11.0	Y=27.5 B=19.1 R=10.8	M = 0.68 – 1.0 S = 1.8 – 2.8	60	45

M = Main Winding – Black to Yellow, S = Start Winding – Red to Yellow

Y = Yellow lead – line amps, B = Black lead – main winding amps,

R = Red lead, start or auxiliary winding amps

## THREE PHASE – 60 HZ MOTOR SPECIFICATIONS

Type	Goulds Model #	Franklin Motor Model Prefix					Rated Input		Maximum (S.F. Load)		Line to Line	Locked Rotor	KVA	Inverse Time Breaker	Dual Ele. Time Del. Fuse
			HP	Volts	Hz	S.F.	Amps	Watts	Amps	Watts	Res.	Amps	Code		
4" 3450 RPM	S04978	234501	½	200	60	1.6	2.8	585	3.4	860	6.6-7.3	17.5	N	15	5
	S04970	234511	½	230	60	1.6	2.4	585	2.9	860	9.5-10.4	15.0	N	15	5
	S04975	234521	½	460	60	1.6	1.2	585	1.5	860	38.4-41.6	7.5	N	15	3
	S05978	234502	¾	200	60	1.5	3.7	810	4.4	1150	4.66-5.12	24.6	M	15	8
	S05970	234512	¾	230	60	1.5	3.2	810	3.8	1150	7.24-7.84	21.4	M	15	6
	S05975	234522	¾	460	60	1.5	1.6	810	1.9	1150	27.8-30.2	10.7	M	15	3
	S06978	234503	1	200	60	1.4	4.6	1070	5.4	1440	4.1-4.5	31.0	M	15	10
	S06970	234513	1	230	60	1.4	4.0	1070	4.7	1440	5.2-5.6	27.0	M	15	8

## THREE PHASE – 60 HZ MOTOR SPECIFICATIONS

Type	Goulds Model #	Franklin Motor Model Prefix					Rated Input		Maximum (S.F. Load)		Line to Line	Locked Rotor	KVA	Inverse Time Breaker	Dual Ele. Time Del. Fuse
			HP	Volts	Hz	S.F.	Amps	Watts	Amps	Watts	Res.	Amps	Code		
4" 3450 RPM	S06975	234523	1	460	60	1.4	2.0	1070	2.4	1440	21.2-23.0	13.5	M	15	4
	S07978	234504	1½	200	60	1.3	5.6	1460	6.8	1890	2.5-3.0	38.1	K	15	10
	S07970	234514	1½	230	60	1.3	4.9	1460	5.9	1890	3.2-4.0	33.1	K	15	10
	S07975	234524	1½	460	60	1.3	2.5	1460	3.0	1890	13.0-16.0	16.6	K	15	5
	S07979	234534	1½	575	60	1.3	2.0	1460	2.4	1890	20.3-25.0	13.2	K	15	4
	S08978	234305	2	200	60	1.25	7.9	2150	9.3	2700	1.9-2.4	53.6	L	20	15
	S08970	234315	2	230	60	1.25	6.9	2150	8.1	2700	2.4-3.0	46.6	L	20	15
	S08975	234325	2	460	60	1.25	3.5	2150	4.1	2700	9.7-12.0	23.3	L	15	8
	S08979	234335	2	575	60	1.25	2.8	2150	3.2	2700	15.1-18.7	18.6	L	15	5
	S09978	234306	3	200	60	1.15	11.3	2980	12.4	3420	1.3-1.7	71	K	30	20
	S09970	234316	3	230	60	1.15	9.8	2980	10.8	3420	1.8-2.2	62	K	25	20
	S09975	234326	3	460	60	1.15	4.9	2980	5.4	3420	7.0-8.7	31	K	15	10
	S09979	234336	3	575	60	1.15	3.9	2980	4.3	3420	10.9-13.6	25	K	15	8
	S10978	234307	5	200	60	1.15	18.4	5050	20.4	5810	.70-.94	122	K	50	35
	S10970	234317	5	230	60	1.15	16.0	5050	17.7	5810	.93-1.2	106	K	40	30
	S10975	234327	5	460	60	1.15	8.0	5050	8.9	5810	3.6-4.4	53	K	20	15
	S10979	234337	5	575	60	1.15	6.4	5050	7.1	5810	5.6-6.9	43	K	20	15
	S119784	234308	7½	200	60	1.15	27.1	7360	29.9	8450	.46-.57	188	K	70	50
	S119704	234318	7½	230	60	1.15	23.6	7360	26.0	8450	.61-.75	164	K	60	45
	S119754	234328	7½	460	60	1.15	11.8	7360	13.0	8450	2.4-3.4	82	K	30	25
	S119794	234338	7½	575	60	1.15	9.4	7360	10.4	8450	3.5-5.1	66	K	25	20
	S129724	234329	10	460	60	1.15	17.0	10,000	18.5	11400	1.8-2.3	116	L	45	30
	S119794	234339	10	575	60	1.15	13.6	10,000	14.8	11400	2.8-3.5	92.8	L	35	25

**NOTES:** Model numbers are three lead motors. Six lead motors with different model numbers have the same running performance, but when wye connected for starting have locked rotor amps 33% of the values shown. **For additional motor data call Franklin Electric at 1-800-348-2420.**

## FURNAS STARTERS AND HEATERS

Motor Size	HP	Volts	FURNAS Class 16		ESP100	Inverse Time Breaker	Dual Ele. Time Del. Fuse
			Order Number	Heaters			
4" 3Ø	½	200	16AD	K29	CSBD	15	5
		230	16AG	K28	CSBA	15	5
		460	16AH	K21	CSBC	15	5
	¾	200	16AD	K33	CSBD	15	8
		230	16AG	K31	CSBA	15	6
		460	16AH	K22	CSBC	15	3
	1	200	16AD	K37	CSDD	15	10
		230	16AG	K34	CSDA	15	8
		460	16AH	K26	CSBC	15	4
	1½	200	16AD	K41	CSDD	15	10
		230	16AG	K37	CSDA	15	10
		460	16AH	K28	CSDC	15	5
	2	575	16AE	K26	CSBE	15	4
		200	16AD	K49	CSDD	20	15
		230	16AG	K43	CSDA	20	15
4" 3Ø	2	460	16AH	K32	CSDC	15	8
		575	16AE	K29	CSDE	15	5
	3	200	16AD	K54	CSED	30	20
		230	16AG	K52	CSEA	25	20
		460	16AH	K37	CSDC	15	10
	5	575	16AE	K33	CSDE	15	8
		200	16AD	K61	DSFD	50	35
		230	16AG	K60	DSFA	40	30
	7½	460	16AH	K49	CSDC	20	15
		575	16AE	K41	CSDE	20	15
		200	16CD	K69	DSFD	70	50
	10	230	16BG	K64	DSFA	60	45
		460	16AH	K54	DSEC	30	25
		575	16AE	K52	DSEE	25	20
		460	16AH	K60	DSEC	45	30
		575	16AE	K57	DSEE	35	25

**NOTE:** The Class 16 starter chart shows the order number for matched coil and load voltage, i.e. a 230 volt power supply with a 230 volt coil. To use a different coil voltage select the same size starter with a different coil.

**Nomenclature:** Ex. 16 B H;

16 = Class 16 DP Starter

B = Starter size, sizes are A, B, C, D, E, F, G, H. Size determined by Full Load Amps and Locked Rotor Amps.

H = coil voltage. Voltages are: D = 200 V, E = 575 V, F = 115 V, G = 230 V, H = 460 V.

The Class 14 starter nomenclature can be found in your Jet & Submersible Price Book.

## Technical Data

### MOTOR INSULATION RESISTANCE READINGS

Normal Ohm/Megohm readings, ALL motors, between all leads and ground

**⚠ CAUTION** To perform insulation resistance test, open breaker and disconnect all leads from QD control box or pressure switch. Connect one ohmmeter lead to any motor lead and one to metal drop pipe or a good ground. **R x 100K Scale**

Condition of Motor and Leads	OHM Value	Megohm Value
New motor, without power cable	20,000,000 (or more)	20.0
Used motor, which can be reinstalled in well	10,000,000 (or more)	10.0
<b>Motor in well – Readings are power cable plus motor</b>		
New motor	2,000,000 (or more)	2.0
Motor in reasonably good condition	500,000 to 2,000,000	0.5 – 2.0
Motor which may be damaged or have damaged power cable <i>Do not pull motor for these reasons</i>	20,000 to 500,000	0.02 – 0.5
Motor definitely damaged or with damaged power cable <i>Pull motor and repair</i>	10,000 to 20,000	0.01 – 0.02
Failed motor or power cable <i>Pull motor and repair</i>	Less than 10,000	0 – 0.01

### Generator Operation

- For externally regulated generator kilovolt amperes (KVA) ratings see Table 1. Electrical voltage, frequency, phase and ampacity, **MUST** match that shown on the motor nameplate, or pump control box.



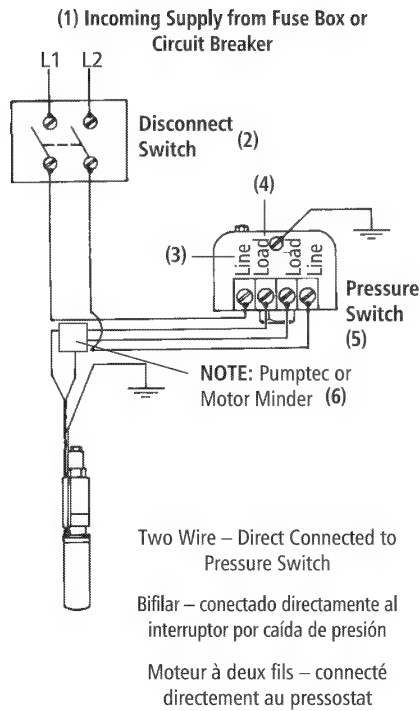
**FAILURE TO USE A MANUAL OR AUTOMATIC TRANSFER SWITCH WHEN GENERATOR IS USED AS STANDBY OR BACKUP CAN CAUSE SHOCK, BURNS OR DEATH.**

Min. Generator Rating	Pump Motor Horsepower ①							
	1/3	1/2	3/4	1	1 1/2	2	3	5
KVA	1.9	2.5	3.8	5.0	6.3	9.4	12.5	18.8
KW	1.5	2.0	3.0	4.0	5.0	7.5	10.0	15.0

① **NOTE:** For two-wire motors, minimum generator ratings 50% higher than shown are necessary.

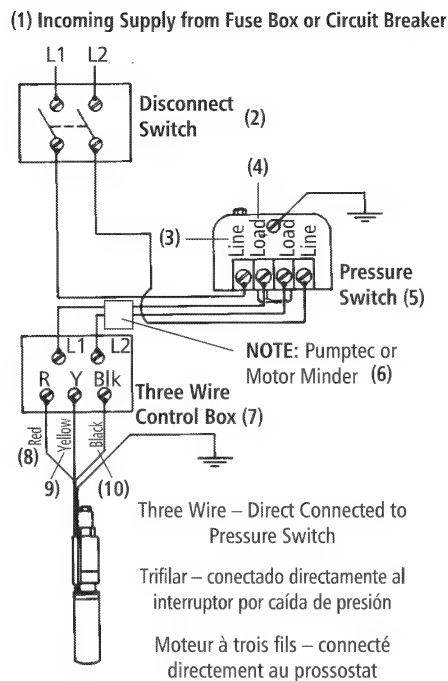
**NOTICE: FOLLOW THE GENERATOR MANUFACTURER'S INSTRUCTIONS CAREFULLY.**

Courtesy of Franklin Electric Company



1. Suministro de entrada de la caja de fusibles o del cortacircuitos
2. Interruptor de desconexión
3. Línea
4. Carga
5. Interruptor por caída de presión
6. NOTA: Pumptec o Motor Minder
7. Caja de control trifilar
8. Rojo
9. Amarillo
10. Negro

Figure (Figura) 3



1. Courant d'entrée provenant de la boîte à fusibles ou du disjoncteur
2. Sectionneur
3. Ligne
4. Charge
5. Pressostat
6. Protection Pumptec ou Motor Minder
7. Boîte de commande à trois fils
8. Rouge
9. Jaune
10. Noir

Figure (Figura) 4

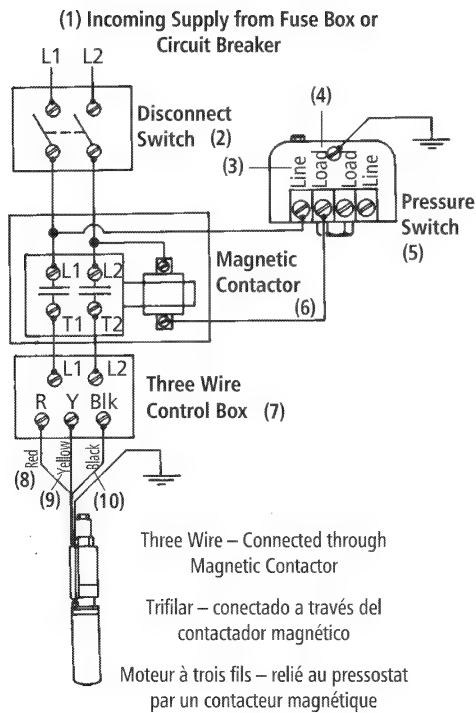


Figure (Figura) 5

1. Suministro de entrada de la caja de fusibles o del cortacircuitos
2. Interruptor de desconexión
3. Línea
4. Carga
5. Interruptor por caída de presión
6. Contactador magnético
7. Caja de control trifilar
8. Rojo
9. Amarillo
10. Negro
11. Calentadores
12. Arrancador magnético con compensación ambiental con calentadores de disparo rápido

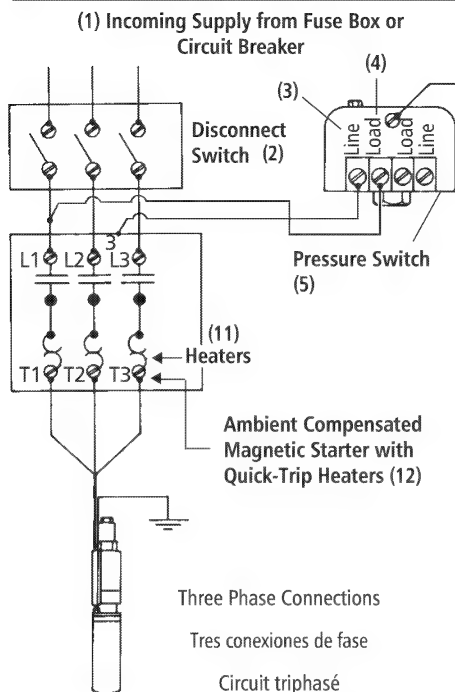


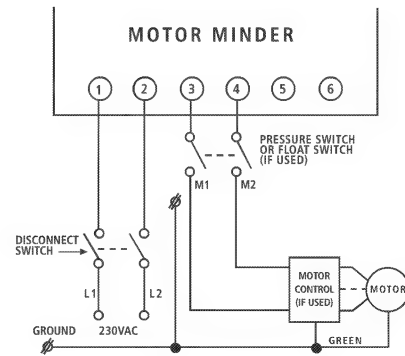
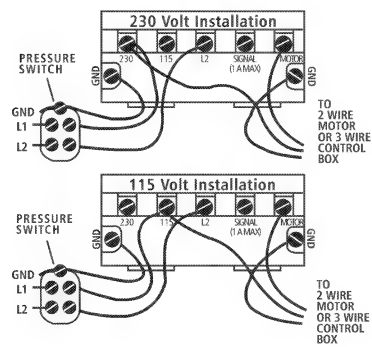
Figure (Figura) 6

1. Courant d'entrée provenant de la boîte à fusibles ou du disjoncteur
2. Sectionneur
3. Ligne
4. Charge
5. Pressostat
6. Contacteur magnétique
7. Boîte de commande à trois fils
8. Rouge
9. Jaune
10. Noir
11. Dispositifs de protection contre la surcharge (DPS)
12. Démarreur magnétique compensé (température ambiante) avec DPS à déclenchement rapide



## PUMPTEC WIRING

## MOTOR MINDER WIRING



### **SINGLE PHASE MOTOR MAXIMUM CABLE LENGTH (motor to service entrance) (2)**

Motor Rating		Copper Wire Size (1)								
Volts	HP	14	12	10	8	6	4	2	0	00
115	1/3	130	210	340	540	840	1300	1960	2910	3540
	1/2	100	160	250	390	620	960	1460	2160	2630
230	1/3	550	880	1390	2190	3400	5250	7960	11770	
	1/2	400	650	1020	1610	2510	3880	5880	8720	
	3/4	300	480	760	1200	1870	2890	4370	6470	7870
	1	250	400	630	990	1540	2380	3610	5360	6520
	1.5	190	310	480	770	1200	1870	2850	4280	5240
	2	150	250	390	620	970	1530	2360	3620	4480
	3	120*	190	300	470	750	1190	1850	2890	3610
	5	0	0	180*	280	450	710	1110	1740	2170
	7.5	0	0	0	200*	310	490	750	1140	1410
	10	0	0	0	0	250*	390	600	930	1160
	15	0	0	0	0	170*	270*	430	660	820

- (1) This table is based on copper wire. If aluminum wire is used it must be two sizes larger.  
Example: When the table calls for #12 copper wire you would use #10 aluminum wire.
- (2) Single phase control boxes may be connected at any point of the total cable length.

### THREE PHASE MOTOR MAXIMUM CABLE LENGTH (motor to service entrance) (3)

Motor Rating		Copper Wire Size (1)										
Volts	HP	14	12	10	8	6	4	2	0	00	000	0000
200 V 60 Hz	.5	710	1140	1800	2840	4420						
	.75	510	810	1280	2030	3160						
	1	430	690	1080	1710	2670	4140					
	1.5	310	500	790	1260	1960	3050					
	2	240	390	610	970	1520	2360	3610	5420			
	3	180	290	470	740	1160	1810	2760	4130			
	5	110*	170	280	440	690	1080	1660	2490	3050	3670	4440
	7.5	0	0	200	310	490	770	1180	1770	2170	2600	3150
230 V 60 Hz	10	0	0	0	230*	370	570	880	1330	1640	1970	2390
	.5	930	1490	2350	3700	5760	8910					
	.75	670	1080	1700	2580	4190	6490	9860				
	1	560	910	1430	2260	3520	5460	8290				
	1.5	420	670	1060	1670	2610	4050	6160	9170			
	2	320	510	810	1280	2010	3130	4770	7170	8780		
	3	240	390	620	990	1540	2400	3660	5470	6690	8020	9680
	5	140*	230	370	590	920	1430	2190	3290	4030	4850	5870
460 V 60 Hz	7.5	0	160*	260	420	650	1020	1560	2340	2870	3440	4160
	10	0	0	190*	310	490	760	1170	1760	2160	2610	3160
	.5	3770	6020	9460								
	.75	2730	4350	6850								
	1	2300	3670	5770	9070							
	1.5	1700	2710	4270	6730							
	2	1300	2070	3270	5150	8050						
	3	1000	1600	2520	3970	6200						
575 V 60 Hz	5	590	950	1500	2360	3700	5750					
	7.5	420	680	1070	1690	2640	4100	6260				
	10	310	500	790	1250	1960	3050	4680	7050			
	.5	5900	9410									
	.75	4270	6810									
	1	3630	5800	9120								
	1.5	2620	4180	6580								
	2	2030	3250	5110	8060							
	3	1580	2530	3980	6270							
	5	920	1480	2330	3680	5750						
	7.5	660	1060	1680	2650	4150						
	10	490	780	1240	1950	3060	4770					

(3) The portion of the total cable which is between the service entrance and a three phase motor starter should not exceed 25% of the total maximum length to assure reliable starter operation.

Lengths marked \* meet the U.S. National Electrical Code ampacity only for individual conductor 75°C cable. Only the lengths without \* meet the code for jacketed 75°C cable. Local code requirements may vary.

For additional cable information, go to [www.franklin-electric.com](http://www.franklin-electric.com) or call Franklin Electric at 1-800-348-2420.

## Troubleshooting



**DISCONNECT AND LOCKOUT ELECTRICAL POWER BEFORE ATTEMPTING ANY SERVICE. FAILURE TO DO SO CAN CAUSE SHOCK, BURNS OR DEATH.**

Symptom	Probable Cause	Recommended Action
<b>PUMP MOTOR NOT RUNNING</b>	1. Motor thermal protector tripped a. Incorrect control box b. Incorrect or faulty electrical connections c. Faulty thermal protector d. Low voltage e. Ambient temperature of control box/starter too high f. Pump bound by foreign matter g. Inadequate submergence	1. Allow motor to cool, thermal protector will automatically reset a – e. Have a qualified electrician inspect and repair, as required  f. Pull pump, clean, adjust set depth as required g. Confirm adequate unit submergence in pumpage
	2. Open circuit breaker or blown fuse	2. Have a qualified electrician inspect and repair, as required
	3. Power source inadequate for load	3. Check supply or generator capacity
	4. Power cable insulation damage	4 – 5. Have a qualified electrician inspect and repair, as required
	5. Faulty power cable splice	
<b>LITTLE OR NO LIQUID DELIVERED BY PUMP</b>	1. Faulty or incorrectly installed check valve	1. Inspect check valve, repair as required
	2. Pump air bound	2. Successively start and stop pump until flow is delivered
	3. Lift too high for pump	3. Review unit performance, check with dealer
	4. Pump bound by foreign matter	4. Pull pump, clean, adjust set depth as required
	5. Pump not fully submerged	5. Check well recovery, lower pump if possible
	6. Well contains excessive amounts of air or gases	6. If successive starts and stops does not remedy, well contains excessive air or gases
	7. Excessive pump wear	7. Pull pump and repair as required
	8. Incorrect motor rotation – three phase only.	8. Reverse any two motor electrical leads

## 4" Submersible Motors Super Stainless



### Applications

These motors are built for dependable operation in 4" diameter or larger water wells.

### Basic Features

- Corrosion-resistant stainless steel exterior
- Stainless steel splined shaft
- Hermetically-sealed windings
- StatorShield™ resin system
- Filter check valve
- Water lubrication
- Kingsbury-type thrust bearing
- Pressure-equalizing diaphragm
- Built-in lightning arrestors (All single-phase; 200 & 300 V three-phase)
- Removable water bloc lead
- Franklin-manufactured control boxes available for single-phase motors
- UL 778 recognized (North American voltages)
- CSA certified
- ANSI/NSF 61 certified
- Industry standard NEMA mounting dimensions

### Special Features

- Flow inducer sleeve not required in water up to 86 °F (30 °C) for motors through 2 hp.
- Two-wire motors are split-phase designs with integral starting components and do not require a control box. They feature Franklin's patented 2-wire BIAC starting switch which provides Reverse Impact Torque to aid starting in adverse environments and prevents extreme fast cycling (e.g. water logged tank).
- Three-wire motors through 1 hp use Franklin's exclusive three-wire QD (Quick Disconnect) Control Box with the patented QD Relay. This relay provides the ultimate in operational life.
- Single-phase motors can be used with Pumptec products to protect against dry-run and other installation conditions that can damage motors and/or pumps. See Single-phase Protection Devices for details.

### Constant Pressure Options

- Use Franklin's MonoDrive controller with 1½ hp three-wire single-phase motors to provide constant water pressure.
- Three-phase motors can be used with SubDrive controllers to provide constant water pressure.

### Pollution Recovery Option

- Pollution Recovery motors are equipped for use in monitoring and recovery wells in which hydrocarbons and other chemicals may be present.
- Special Viton® rubber parts and other chemical resistant materials as listed in Construction Materials chart.

## 4" Submersible Motors Super Stainless

### 4-Inch Super Stainless Motor Specifications

Hz	Ph	Hp Range	kW Range	Poles	RPM	Max. Ambient Temp.	Duty Rating
60	2-Wire	0.3 - 1.5	0.25 - 1.1	2	3450	86 °F / 30 °C	Continuous
50	2-Wire	0.5 - 1.5	0.37 - 1.1	2	2875	86 °F / 30 °C	Continuous
60	3-Wire	0.3 - 3	0.25 - 2.2	2	3450	86 °F / 30 °C	Continuous*
50	3-Wire	0.3 - 3	0.25 - 2.2	2	2875	86 °F / 30 °C	Continuous*
60	Three-Phase	0.5 - 3	0.37 - 2.2	2	3450	86 °F / 30 °C	Continuous*
50	Three-Phase	0.5 - 3	0.37 - 2.2	2	2875	86 °F / 30 °C	Continuous*

### 4-Inch Pollution Recovery Motor Specifications

Hz	Ph	Hp Range	kW Range	Poles	RPM	Max. Ambient Temp.	Duty Rating
60	2-Wire	0.3 - 1.5	0.25 - 1.1	2	3450	86 °F / 30 °C	Continuous
50	2-Wire	0.5 - 1.5	0.37 - 1.1	2	2875	86 °F / 30 °C	Continuous
60	3-Wire	0.3 - 2	0.25 - 1.5	2	3450	86 °F / 30 °C	Continuous*
50	3-Wire	0.3 - 2	0.25 - 1.5	2	2875	86 °F / 30 °C	Continuous*
60	Three-Phase	0.5 - 2	0.37 - 1.5	2	3450	86 °F / 30 °C	Continuous*
50	Three-Phase	0.5 - 2	0.37 - 1.5	2	2875	86 °F / 30 °C	Continuous*

\* 3 hp motors require 0.25 ft/sec flow past motor.

### 4-Inch Construction Materials

Component	Construction Type	
	Standard Water Well	Pollution Recovery
Castings	304 SS over Iron	304 SS over Iron
Stator Shell	301 SS	301 SS
Shaft Extension	17-4 SS or 303 SS	303 SS
Fasteners	305 SS or 302 SS	316 SS
Seal Cover	Acetal	Tefzel®
Seal	Nitrile Rubber Lip	Viton®
Diaphragm	Nitrile Rubber	Viton®
Slinger	Nitrile Rubber	Viton®
Lead Wire (or Cable)	XLPE	Lead not furnished with motor
Lead Potting	Epoxy	Lead not furnished with motor
Lead Jam Nut	303 SS	Lead not furnished with motor

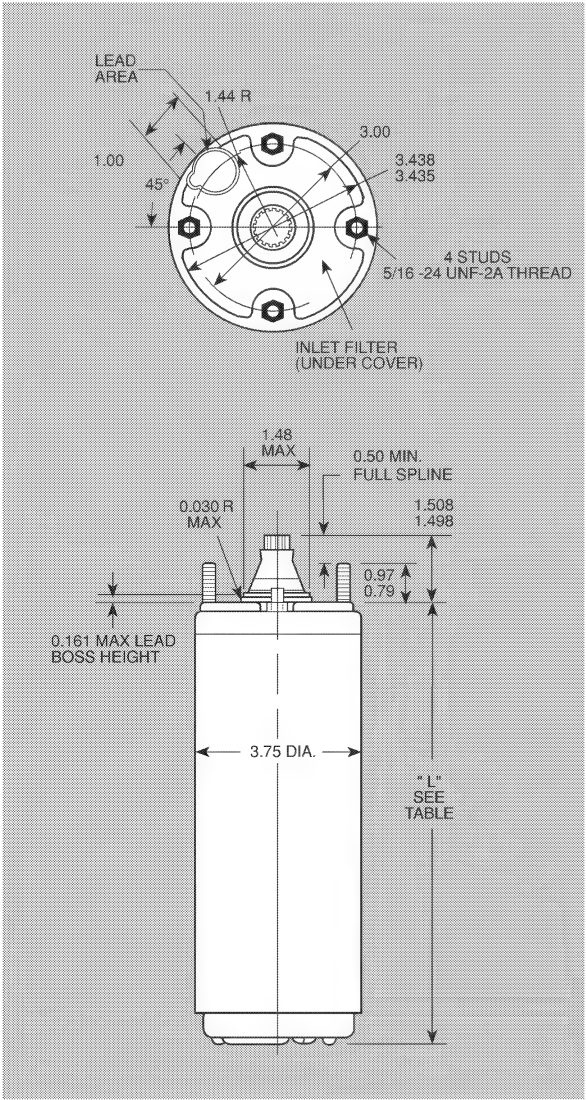
Specifications subject to change without notice. Contact Franklin Electric if current material types are required for bid specifications.

Viton® is a registered trademark of DuPont Dow Elastomers.

Tefzel® is a registered trademark of E.I. du Pont Nemours and Company.

# 4" Submersible Motors Super Stainless

## 4-Inch Dimensions and Weights



### Single-Phase Motors - 2-wire

HP	KW	"L" (inches)	SHIPPING WEIGHT		MOTOR CARTON SIZE (in inches)
			LBS	KG	
1/3	0.25	8.78	16	7.3	4 x 4.375 x 16
0.5	0.37	9.53	18	8.2	4 x 4.375 x 16
0.75	0.55	10.66	21	9.5	4 x 4.375 x 19
1	0.75	11.75	24	10.9	4 x 4.375 x 19
1.5	1.1	15.12	31	14.1	4 x 4.375 x 21

### Single-Phase Motors - 3-wire

HP	KW	"L" (inches)	SHIPPING WEIGHT		MOTOR CARTON SIZE (in inches)
			LBS	KG	
1/3	0.25	8.78	17	7.7	4 x 4.375 x 16
0.5	0.37	9.53	19	8.6	4 x 4.375 x 16
0.75	0.55	10.66	21	9.5	4 x 4.375 x 19
1	0.75	11.75	24	10.9	4 x 4.375 x 19
1.5	1.1	13.62	28	12.7	4 x 4.375 x 21
2	1.5	15.12	33	15.0	5 x 4.375 x 21
3	2.2	19.06	41	18.6	6 x 4.375 x 21

### Three-Phase Motors

HP	KW	"L" (inches)	SHIPPING WEIGHT		MOTOR CARTON SIZE (in inches)
			LBS	KG	
0.5	0.37	9.53	18	8.2	4 x 4.375 x 16
0.75	0.55	10.66	21	9.5	4 x 4.375 x 16
1	0.75	11.75	24	10.9	4 x 4.375 x 19
1.5	1.1	11.75	24	10.9	4 x 4.375 x 19
2	1.5	13.62	28	12.7	4 x 4.375 x 21
3	2.2	16.06	35	15.9	4 x 4.375 x 21

All dimensions listed above are for models supplied with lead. Consult factory for other models.



## 4" Submersible Motors Super Stainless

### 4-Inch 2-wire Models

HP (kW)	DESCRIPTION						MODEL	STOCK STATUS	DOWNWARD THRUST RATING
	W/PH	CONSTRUCTION	VOLTS	HZ	S.F.	LEAD IN MTR			
<b>1/3 hp</b> <b>0.25 kW</b>	2-WIRE	WATER WELL	115	60	1.75		244 502 01--S		300 LBS (1500 N)
			115	60	1.75	YES	244 502 90--S	YES	
			230	60	1.75		244 503 01--S		
			230	60	1.75	YES	244 503 90--S	YES	
		POLLUTION RECOVERY	115	60	1.75		244 502 09--S		
			230	60	1.75		244 503 09--S		
<b>1/2 hp</b> <b>0.37 kW</b>	2-WIRE	WATER WELL	115	60	1.60		244 504 01--S		300 LBS (1500 N)
			115	60	1.60	YES	244 504 90--S	YES	
			220	50	1.00		244 555 01--S		
			230	60	1.60		244 505 01--S		
			230	60	1.60	YES	244 505 90--S	YES	
		POLLUTION RECOVERY	115	60	1.60		244 504 09--S		
			230	60	1.60		244 505 09--S		
<b>3/4 hp</b> <b>0.55 kW</b>	2-WIRE	WATER WELL	220	50	1.00		244 557 01--S		300 LBS (1500 N)
			230	60	1.50		244 507 01--S		
			230	60	1.50	YES	244 507 90--S	YES	
		POLLUTION RECOVERY	230	60	1.50		244 507 09--S		
<b>1 hp</b> <b>0.75 kW</b>	2-WIRE	WATER WELL	220	50	1.00		244 558 12--S		650 LBS (3000 N)
			230	60	1.40		244 508 12--S		
			230	60	1.40	YES	244 508 90--S	YES	
		POLLUTION RECOVERY	230	60	1.40		244 508 23--S		
<b>1.5 hp</b> <b>1.1 kW</b>	2-WIRE	WATER WELL	220	50	1.00		244 359 12--S		650 LBS (3000 N)
			230	60	1.30		244 309 12--S		
			230	60	1.30	YES	244 309 90--S	YES	
		POLLUTION RECOVERY	230	60	1.30		244 309 23--S		

#### NOTES:

1. Pack Designation: --S = Single Pack, available in any quantity. All 3 hp motors are single-packed.
2. Contact factory for lead time for non-stocked items.
3. Pallet packs available but not shown. Please contact customer service for availability.

## 4" Submersible Motors Super Stainless

### 4-Inch 3-wire Models

HP (KW)	DESCRIPTION						MOTOR MODEL	CONTROL BOX MODEL	STOCK STATUS	DOWNWARD THRUST RATING
	W/PH	CONSTRUCTION	VOLTS	HZ	S.F.	LEAD IN MTR				
<b>1/3 hp</b> <b>0.25 kW</b>	3-WIRE	WATER WELL	115	60	1.75		214 502 44--S	280 102 49		300 LBS (1500 N)
			115	60	1.75	YES	214 502 90--S	280 102 49	YES	
			220	50	1.00		214 553 41--S	280 353 01		
			230	60	1.75		214 503 44--S	280 103 49		
			230	60	1.75	YES	214 503 90--S	280 103 49	YES	
		POLLUTION RECOVERY	115	60	1.75		214 502 49--S	280 102 49		
<b>1/2 hp</b> <b>0.37 kW</b>	3-WIRE	WATER WELL	115	60	1.60		214 504 44--S	280 104 49		300 LBS (1500 N)
			115	60	1.60	YES	214 504 90--S	280 104 49	YES	
			220	50	1.00		214 555 41--S	280 355 01	YES	
			230	60	1.60		214 505 44--S	280 105 49		
			230	60	1.60	YES	214 505 90--S	280 105 49	YES	
		POLLUTION RECOVERY	115	60	1.60		214 504 49--S	280 104 49		
<b>3/4 hp</b> <b>0.55 kW</b>	3-WIRE	WATER WELL	220	50	1.00		214 557 41--S	280 357 01	YES	300 LBS (1500 N)
			230	60	1.50		214 507 44--S	280 107 49		
			230	60	1.50	YES	214 507 90--S	280 107 49	YES	
			230	60	1.50		214 507 49--S	280 107 49		
			230	60	1.50	YES	214 507 0600S		YES	
		SERIES 600M	230	60	1.50					
<b>1 hp</b> <b>0.75 kW</b>	3-WIRE	WATER WELL	220	50	1.00		214 558 19--S	280 358 01	YES	650 LBS (3000 N)
			230	60	1.40		214 508 12--S	280 108 49		
			230	60	1.40	YES	214 508 90--S	280 108 49	YES	
			230	60	1.40		214 508 23--S	280 108 49		
			230	60	1.40	YES	214 508 0610S		YES	
		SERIES 600M	230	60	1.40					
<b>1.5 hp</b> <b>1.1 kW</b>	3-WIRE	WATER WELL	220	50	1.00		224 350 19--S	282 350 81	YES	650 LBS (3000 N)
			230	60	1.30		224 300 19--S	282 300 81	YES	
			230	60	1.30	YES	224 300 92--S	282 300 81	YES	
			230	60	1.30		224 300 23--S	282 300 81		
			230	60	1.30	YES	224 300 0610S		YES	
		SERIES 600M	230	60	1.30					
<b>2 hp</b> <b>1.5 kW</b>	3-WIRE	WATER WELL	220	50	1.00		224 351 19--S	282 351 81	YES	650 LBS (3000 N)
			230	60	1.25		224 301 19--S	282 301 81	YES	
			230	60	1.25	YES	224 301 92--S	282 301 81	YES	
			230	60	1.25		224 301 23--S	282 301 81		
			230	60	1.25	YES	224 301 0610S		YES	
		SERIES 600M	230	60	1.25					
<b>3 hp</b> <b>2.2 kW</b>	3-WIRE	WATER WELL	220	50	1.00		224 352 25	282 352 81	YES	900 LBS (4000 N)
			230	60	1.15		224 302 25	282 302 81		
			230	60	1.15	YES	224 302 26	282 302 81	YES	
			230	60	1.15	YES	224 302 0620		YES	
			230	60	1.15					
		SERIES 600M	230	60	1.15					

#### NOTES:

1. Pack Designation: --S = Single Pack, available in any quantity. All 3 hp motors are single-packed.
2. Contact factory for lead time for non-stocked items.
3. Pallet packs available but not shown. Please contact customer service for availability.



## Submersible Motor Control Boxes



### Applications

**QUICK DISCONNECT (QD) & CAPACITOR RUN CONTROL (CRC)**  
 – These control boxes are designed for use with Franklin 3-wire single-phase submersible motors through 1 hp.

**STANDARD & DELUXE** – These control boxes are designed for use with Franklin 3-wire single-phase submersible motors from 1 through 15 hp. Recommended for water systems that use pressure switches, level switches, or other pilot devices. Deluxe boxes (only) contain magnetic line contactors carefully matched to the motor rating, eliminating the need for external line contactors.

### Basic Features – All Boxes

- Suitable for outdoor mounting
- Capacitor Start / Capacitor Run design (except QD boxes)
- UL Listed for US and Canada (60 Hz models)

### Basic Features – Standard & Deluxe Boxes

- Heavy duty box-type terminals accept up to AWG #2 wire
- External access to overload resets
- Multiple-size knockouts
- User-friendly connection diagrams
- Easy access to grounding lugs

### Single-Phase Control Box Specifications

BOX TYPE	HZ	HP RANGE	KW RANGE	ENCLOSURE	TERMINAL BLOCK		MAG CONTACTOR	AGENCY APPROVALS
					TERMINALS	MAX WIRE		
Quick Disconnect (QD)	60	1/3 - 1	0.25 - 0.75	NEMA 3R, IP23	5	AWG 10	No	UL listed for US and Canada
Quick Disconnect (QD)	50	1/3 - 1	0.25 - 0.75	NEMA 3R, IP23	5	AWG 10	No	CSA Certified
Capacitor Run Control (CRC)	60	1/2 - 1	0.37 - 0.75	NEMA 3R, IP23	5	AWG 10	No	UL listed for US and Canada
Standard (S)	60	1 - 10	0.75 - 7.5	NEMA 3R, IP23	5	AWG 2	No	UL listed for US and Canada
Standard (S)	50	1.5 - 5	0.75 - 3.7	NEMA 3R, IP23	5	AWG 2	No	CSA Certified
Deluxe (D)	60	2 - 15	1.5 - 11	NEMA 3R, IP23	6	AWG 2	Yes	UL listed for US and Canada
Extra Large Deluxe (D-XL)	60	15	11	NEMA 3R, IP23	5	AWG 00	Yes	UL listed for US and Canada

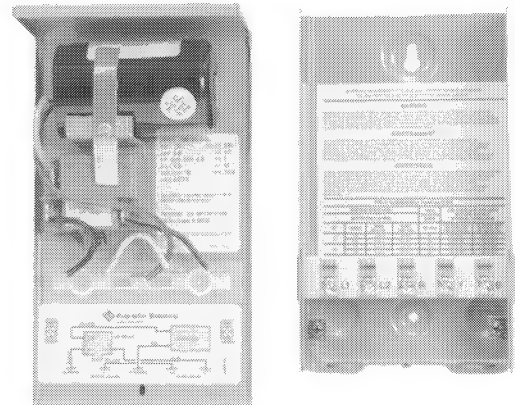
## Submersible Motor Control Boxes

### Enclosure – Quick Disconnect (QD) & Capacitor Run Control (CRC) Boxes

#### ■ Knockouts:

- Bottom: Two 0.88” knockouts and one 1.31” knockout.
- Side: One 0.88” knockout and one 1.31” knockout on each side.

- #### ■ Terminal Block:
- Five terminals provided for wiring up to AWG #10 wire.



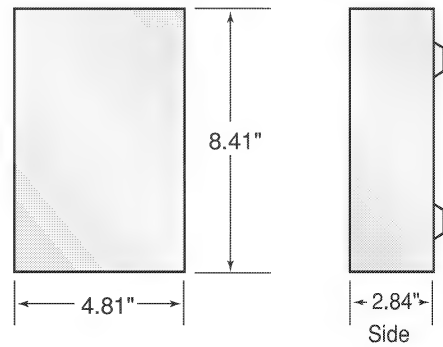
### Quick Disconnect (QD) Control Boxes

HP	KW	SHIPPING WEIGHT		MOTOR CARTON SIZE (in inches)	ENC SIZE
		LBS	KG		
1/3	0.25	4	1.8	5.5 x 3.25 x 9	QD
1/2	0.37	4	1.8	5.5 x 3.25 x 9	QD
3/4	0.55	4	1.8	5.5 x 3.25 x 9	QD
1	0.75	4	1.8	5.5 x 3.25 x 9	QD

### Capacitor Run Control (CRC) Boxes

HP	KW	SHIPPING WEIGHT		MOTOR CARTON SIZE (in inches)	ENC SIZE
		LBS	KG		
1/2	0.37	5	2.3	5.5 x 3.25 x 9	QD
3/4	0.55	5	2.3	5.5 x 3.25 x 9	QD
1	0.75	5	2.3	5.5 x 3.25 x 9	QD

QD Box Dimensions



## Submersible Motor Control Boxes

### Enclosure – Standard & Deluxe Boxes

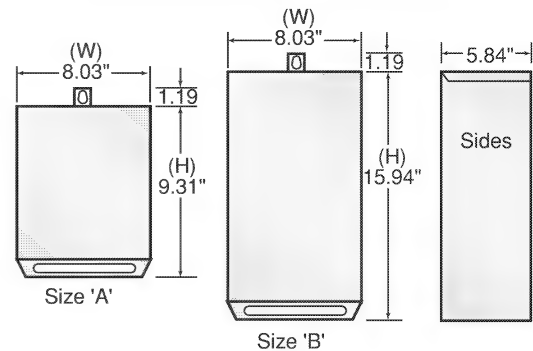
- **Knockouts:** Two 1.31" diameter holes for 1" conduit connection. One 1.75" knockout for 1.25" conduit. One 0.88" knockout for 0.5" conduit connection.
- **Terminal Block:** six terminals provided for wiring up to AWG 2 wire.



### Standard & Deluxe Dimensions

#### Standard Control Boxes

HP	KW	SHIPPING WEIGHT		MOTOR CARTON SIZE (in inches)	ENC SIZE
		LBS	KG		
1.5	1.1	7	3.2	8.125 x 6.25 x 11.25	A
2	1.5	7	3.2	8.125 x 6.25 x 11.25	A
3	2.2	7	3.2	8.125 x 6.25 x 11.25	A
5 (60 Hz)	3.7	8	3.6	8.125 x 6.25 x 11.25	A
5 (50 Hz)	3.7	8	3.6	8.125 x 6.25 x 18	B
7.5	5.5	12	5.5	8.125 x 6.25 x 18	B
10	7.5	14	6.4	8.125 x 6.25 x 18	B



#### Deluxe Control Boxes

HP	KW	SHIPPING WEIGHT		MOTOR CARTON SIZE (in inches)	ENC SIZE
		LBS	KG		
2	1.5	7.0	3.2	8.125 x 6.25 x 11.25	A
3	2.2	7.3	3.3	8.125 x 6.25 x 11.25	A
5	3.7	11.2	5.1	8.125 x 6.25 x 18	B
7.5	5.5	13.1	6.0	8.125 x 6.25 x 18	B
10	7.5	14.7	6.7	8.125 x 6.25 x 18	B
15	11	16.5	7.5	8.125 x 6.25 x 18	B
15 (XL)	11	28.0	12.7	16 x 7.125 x 19	C

## Submersible Motor Control Boxes

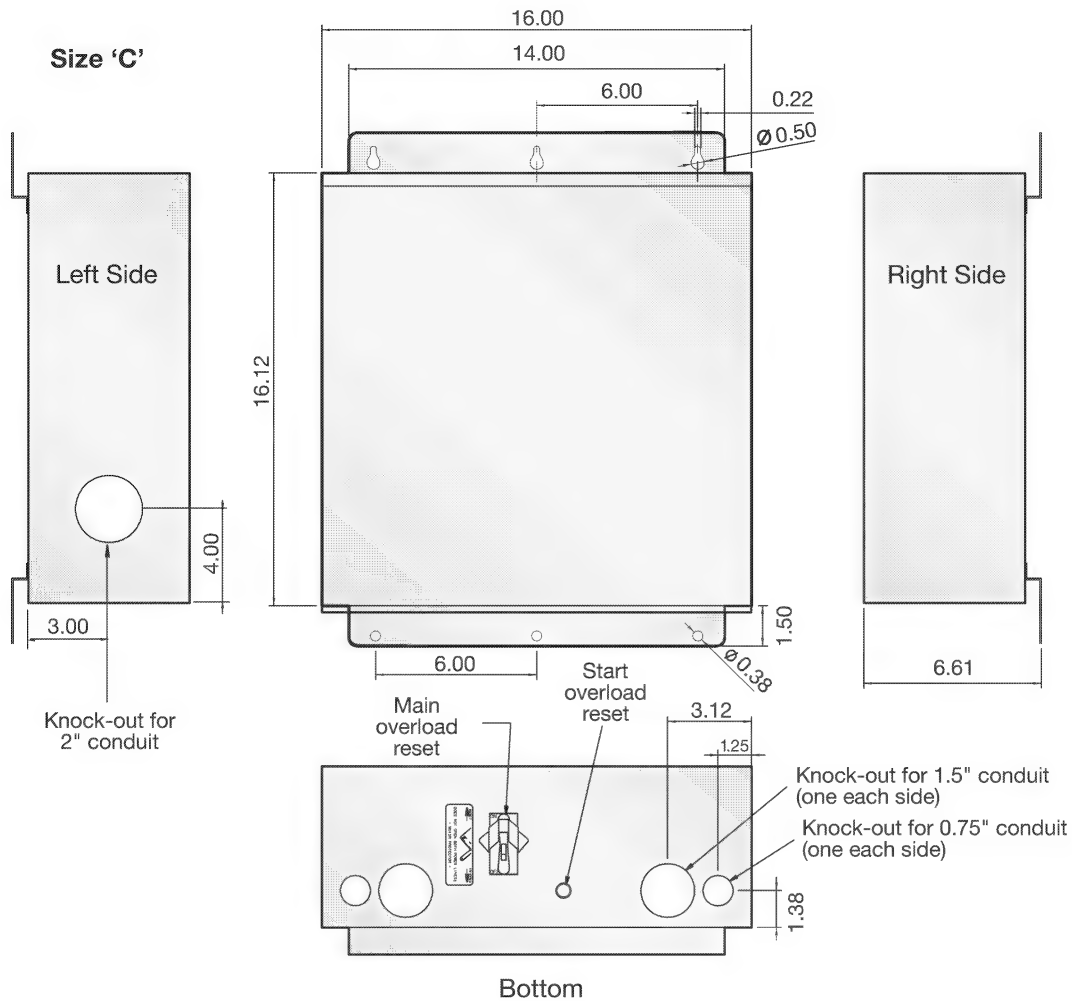
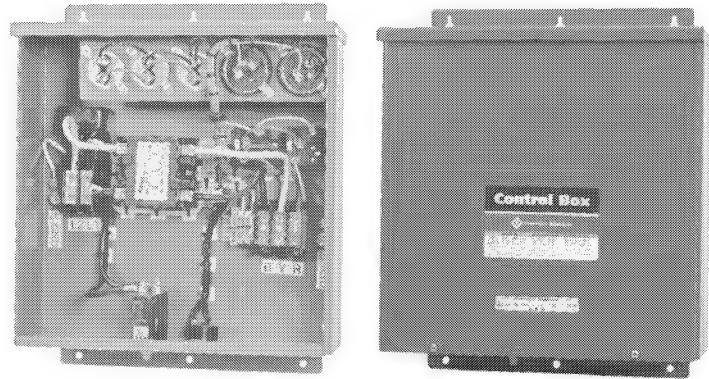
### Enclosure - Extra Large Deluxe (D-XL) Boxes

#### ■ Knockouts:

- Bottom: two knockouts for 0.75" conduit, and two for 1.5" conduit.
- Side: one knockout for 2" conduit.

#### ■ Terminal Block: two terminals provided for incoming power and three terminals provided for drop cable for conductors from AWG 14 to 00.

#### ■ Control Switch Terminal Block: accepts conductors from AWG 20 to 6.





## Submersible Motor Control Boxes

### Control Box Models

HP (KW)	DESCRIPTION				MODEL	STOCK STATUS
	PH	VOLTS	HZ	TYPE		
<b>1/3 hp (0.25 kW)</b>	1P	115	60	Q	280 102 4915	YES
	1P	220	50	Q	280 353 0115	
	1P	230	60	Q	280 103 4915	YES
<b>1/2 hp (0.37 kW)</b>	1P	115	60	Q	280 104 4915	YES
	1P	220	50	Q	280 355 0115	YES
	1P	230	60	Q	280 105 4915	YES
<b>3/4 hp (0.55 kW)</b>	1P	230	60	CRC	282 405 5015	YES
	1P	220	50	Q	280 357 0115	YES
	1P	230	60	Q	280 107 4915	YES
<b>1 hp (0.75 kW)</b>	1P	230	60	CRC	282 407 5015	YES
	1P	220	50	Q	280 358 0115	YES
	1P	230	60	Q	280 108 4915	YES
<b>1.5 hp (1.1 kW)</b>	1P	230	60	CRC	282 408 5015	YES
	1P	220	50	S	282 350 8110	YES
	1P	230	60	S	282 300 8110	YES
<b>2 hp (1.5 kW)</b>	1P	220	50	S	282 351 8110	YES
	1P	230	60	S	282 301 8110	YES
	1P	230	60	D	282 301 8310	YES
<b>3 hp (2.2 kW)</b>	1P	220	50	S	282 352 8110	YES
	1P	230	60	S	282 302 8110	YES
	1P	230	60	D	282 302 8310	YES
<b>5 hp (3.7 kW)</b>	1P	220	50	S	282 253 9010	YES
	1P	230	60	S	282 113 8110	YES
	1P	230	60	D	282 113 9310	YES
<b>7.5 hp (5.5 kW)</b>	1P	230	60	S	282 201 9210	YES
	1P	230	60	D	282 201 9310	YES
<b>10 hp (7.5 kW)</b>	1P	230	60	S	282 202 9230	YES
	1P	230	60	D	282 202 9330	YES
<b>15 hp (11 kW)</b>	1P	230	60	D	282 203 9330	YES
	1P	230	60	D-XL	282 203 9621	YES

#### NOTES:

Q = Quick Disconnect Control Box

CRC = Capacitor Run Control Box

S = Standard Control Box

D = Deluxe Control Box

D-XL = Extra Large Deluxe Control Box

## Submersible Motor Control Boxes

### Control Box Parts

#### QD Control Box Parts - 60 Hz

HP Voltage Model No.	Rating	No. Req.	Component Part No.	Kit Order No.
<b>1/3 hp - 115 V</b> 280 102 4915	Start Capacitor 159-191 MFD, 110 V	1	275 464 125	305 207 925
	QD Relay	1	223 415 905	305 101 905
<b>1/3 hp - 230 V</b> 280 103 4915	Start Capacitor 43-53 MFD, 220 V	1	275 464 126	305 207 926
	QD Relay	1	223 415 901	305 101 901
<b>1/2 hp - 115 V</b> 280 104 4915	Start Capacitor 250-300 MFD, 125 V	1	275 464 201	305 207 951
	QD Relay	1	223 415 906	305 101 906
<b>1/2 hp - 230 V</b> 280 105 4915	Start Capacitor 59-71 MFD, 220 V	1	275 464 105	305 207 905
	QD Relay	1	223 415 902	305 101 902
<b>3/4 hp - 230 V</b> 280 107 4915	Start Capacitor 86-103 MFD, 220 V	1	275 464 118	305 207 918
	QD Relay	1	223 415 903	305 101 903
<b>1 hp - 230 V</b> 280 108 4915	Start Capacitor 105-126 MFD, 220 V	1	275 464 113	305 207 913
	QD Relay	1	223 415 904	305 101 904
<b>1/2 hp - 230 V</b> CRC 282 405 5015	Start Capacitor 43-53 MFD, 220 V	1	275 464 126	305 207 926
	Run Capacitor 15 MFD, 370 V	1	156 362 101	305 203 907
	QD Relay	1	223 415 912	305 105 901
<b>3/4 hp - 230 V</b> CRC 282 407 5015	Start Capacitor 59-71 MFD, 220 V	1	275 464 105	305 207 905
	Run Capacitor 23 MFD, 370 V	1	156 362 102	305 203 908
	QD Relay	1	223 415 913	305 105 902
<b>1 hp - 230 V</b> CRC 282 408 5015	Start Capacitor 86-103 MFD, 220 V	1	275 464 118	305 207 918
	Run Capacitor 23 MFD, 370 V	1	156 362 102	305 203 908
	QD Relay	1	223 415 914	305 105 903

#### QD Control Box Parts - 50 Hz

HP Voltage Model No.	Rating	No. Req.	Component Part No.	Kit Order No.
<b>1/3 hp - 220 V</b> 280 353 0115	Start Capacitor 43-53 MFD, 220 V	1	275 461 123	305 205 923
	Capacitor Overload Assembly	1	151 033 957	305 218 957
	Relay 220 V	1	155 031 112	305 213 912
<b>1/2 hp - 220 V</b> 280 355 0115	Start Capacitor 43-53 MFD, 220 V	1	275 461 123	305 205 923
	Capacitor Overload Assembly	1	151 033 957	305 218 957
	Relay 220 V	1	155 031 112	305 213 912
<b>3/4 hp - 220 V</b> 280 357 0115	Start Capacitor 59-71 MFD, 220 V	1	275 461 108	305 205 908
	Capacitor Overload Assembly	1	151 033 918	305 218 918
	Relay 220 V	1	155 031 112	305 213 912
<b>1 hp - 220 V</b> 280 358 0115	Start Capacitor 86-103 MFD, 220V	1	275 461 106	305 205 906
	Capacitor Overload Assembly	1	151 033 906	305 218 906
	Relay 220 V	1	155 031 112	305 213 912

#### Replacement Parts for Older Style QD Control Boxes

Description	Rating	No. Req.	Component Part No.	Kit Order No.
<b>Voltage Relay Kit</b>	115 Volt with bracket and screws	1	155 031 901	305 102 901
	230 Volt with bracket and screws	1	155 031 902	305 102 902
	208 Volt with bracket and screws	1	155 031 903	305 102 903
<b>Capacitor Overload Assembly</b>	1/3 hp, 115 Volt	1	151 033 973	305 218 973
	1/3 hp, 230 Volt	1	151 033 974	305 218 974
	1/2 hp, 115 Volt	1	151 033 975	305 218 975
	1/2 hp, 230 Volt	1	151 033 976	305 218 976
	3/4 hp, 230 Volt	1	151 033 978	305 218 978
	1 hp, 230 Volt	1	151 033 979	305 218 979
	1.5 hp, 230 Volt	1	151 033 980	305 218 980
<b>Overload Kit</b>	1/3 hp, 115 Volt	1	NA	305 100 901
	1/3 hp, 230 Volt	1	NA	305 100 902
	1/2 hp, 115 Volt	1	NA	305 100 903
	1/2 hp, 230 Volt	1	NA	305 100 904
	3/4 hp, 230 Volt	1	NA	305 100 905
	1 hp, 230 Volt	1	NA	305 100 906

**NOTE:** Some Franklin motors, controls & parts are not stock items and may need to be special ordered.

# Submersible Motor Control Boxes

## Control Box Parts

### Standard Control Box Parts - 60 Hz

HP Size Model No.	Rating	No. Req.	Component Part No.	Kit Order No.
<b>1/1.5 hp - 4"</b> 282 300 8110	Start Capacitor 105-126 MFD, 220 V	1	275 464 113	305 207 913
	Run Capacitor 10 MFD, 370 V	1	155 328 102	305 204 902
	Overload	1	275 411 107	305 215 907
	Relay - 230 V*	1	155 031 102	305 213 902
<b>2 hp - 4"</b> 282 301 8110	Start Capacitor 105-126 MFD, 220 V	1	275 464 113	305 207 913
	Run Capacitor 20 MFD, 370 V	1	155 328 103	305 204 903
	Start Overload	1	275 411 117	305 215 917
	Run Overload	1	275 411 113	305 215 913
<b>3 hp - 4"</b> 2823028110	Relay - 230 V*	1	155 031 102	305 213 902
	Start Capacitor 208-250 MFD, 220 V	1	275 463 111	305 206 911
	Run Capacitor 45 MFD, 370 V	1	155 327 109	305 203 909
	Start Overload	1	275 411 118	305 215 918
<b>5 hp - 4" &amp; 6"</b> 282 113 8110	Run Overload	1	275 411 115	305 215 915
	Relay - 230 V*	1	155 031 102	305 213 902
	Start Capacitor 270-324 MFD, 330 V	1	275 468 119	305 208 919
	Run Capacitor 40 MFD, 370 V	2	155 327 114	305 203 914
<b>7.5 hp - 6"</b> 282 201 9210	Start Overload	1	275 411 119	305 215 919
	Run Overload	1	275 406 102	305 214 902
	Relay - 230V*	1	155 031 601	305 213 961
	Start Capacitor 270-324 MFD, 330 V	1	275 468 119	305 208 919
<b>10 hp - 6"</b> 282 202 9230	Start Capacitor 216-259 MFD, 330 V	1	275 468 118	305 208 918
	Run Capacitor 45 MFD, 370 V	1	155 327 109	305 203 909
	Start Overload	1	275 411 102	305 215 902
	Run Overload	1	275 406 122	305 214 922
<b>208 V Relay *</b>	Relay - 230V*	1	155 031 601	305 213 961
	Start Capacitor 270-324 MFD, 330 V	1	275 468 119	305 208 919
	Start Capacitor 130-154 MFD, 330 V	1	275 463 120	305 206 920
	Start Capacitor 216-259 MFD, 330 V	1	275 468 118	305 208 918
<b>All</b>	Run Capacitor 35 MFD, 370 V	2	155 327 102	305 203 902
	Start Overload	1	275 406 103	305 214 903
	Run Overload	1	155 409 101	155 409 101
	Relay - 230V*	1	155 031 601	305 213 961
<b>208 V Relay *</b>	Lightning Arrestor	1	150 814 902	150 814 902
	Relay 1.5-3 hp (replaces 155031102)	1	155 031 103	305 213 903
	Relay 5-15 hp (replaces 155031601)	1	155 031 602	305 213 904

### Standard Control Box Parts - 50 Hz

HP Voltage Model No.	Rating	No. Req.	Component Part No.	Kit Order No.
<b>1.5 hp - 220 V</b> 282 350 8110	Start Capacitor 105-126 MFD, 220 V	1	275 464 113	305 207 913
	Run Capacitor 10 MFD, 370 V	1	155 328 102	305 203 909
	Overload Assembly - Run	1	275 411 114	305 215 914
	Relay 220 V	1	155 031 112	305 213 912
<b>2 hp - 220 V</b> 282 351 8110	Start Capacitor 189-227 MFD, 220 V	1	275 468 115	305 208 915
	Run Capacitor 20 MFD, 370V	1	155 328 103	305 204 903
	Overload Assembly - Run	1	275 411 102	305 215 902
	Overload Assembly - Start	1	275 411 106	305 215 906
<b>3 hp - 220 V</b> 282 352 8110	Relay 220 V	1	155 031 112	305 213 912
	Start Capacitor 270-324 MFD, 220 V	1	275 468 119	305 208 919
	Run Capacitor 35 MFD, 370 V	1	155 327 102	305 203 902
	Overload Assembly - Run	1	275 406 107	305 214 907
<b>5 hp - 220 V</b> 282 253 9010	Overload Assembly - Start	1	275 411 107	305 215 907
	Relay 220 V	1	155 031 112	305 213 912
	Start Capacitor 189-227 MFD, 220 V	2	275 468 115	305 208 915
	Run Capacitor 30 MFD, 220 V	1	155 327 101	305 203 901
<b>208 V Relay *</b>	Run Capacitor 45 MFD, 220 V	1	155 327 109	305 203 909
	Overload Assmblly - Run	1	275 406 102	305 214 902
	Overload Assembly - Start	1	275 411 102	305 215 902
	Relay 220 V	1	155 031 112	305 213 912

**NOTE:** Some Franklin motors, controls and parts are not stock items and may need to be special ordered.

\* For 208 V systems or where line voltage is between 200 V and 210 V a low voltage relay and larger cable are required:

- Use relay part number 155 031 103 in place of 155 031 102 on 1.5 through 3 hp applications.
- Use relay 115 031 602 for 5-15 hp applications.
- Use the next size larger cable than is specified in the 230 V table.
- Boost transformers are an alternative to special relay and cable.



# Submersible Motor Control Boxes

## Control Box Parts

### Deluxe Control Box Parts

HP Size Model No.	Rating	No. Req.	Component Part No.	Kit Order No.
<b>2 hp - 4"</b> 282 301 8310	Start Capacitor 105-126 MFD, 220 V	1	275 464 113	305 207 913
	Run Capacitor 20 MFD, 370 V	1	155 328 103	305 204 903
	Start Overload	1	275 411 117	305 215 917
	Run Overload	1	275 411 113	305 215 913
	Contactors	1	155 325 102	305 226 901
	Relay - 230 V*	1	155 031 102	305 213 902
<b>3 hp - 4"</b> 282 302 8310	Start Capacitor 208-250 MFD, 220 V	1	275 463 111	305 206 911
	Run Capacitor 45 MFD, 370 V	1	155 327 109	305 203 909
	Start Overload	1	275 411 118	305 215 918
	Run Overload	1	275 411 115	305 215 915
	Contactors	1	155 325 102	305 226 901
	Relay - 230 V*	1	155 031 102	305 213 902
<b>5 hp - 4" &amp; 6"</b> 282 113 9310	Start Capacitor 270-324 MFD, 330 V	1	275 468 119	305 208 919
	Run Capacitor 40 MFD, 370 V	2	155 327 114	305 203 914
	Start Overload	1	275 411 119	305 215 919
	Run Overload	1	275 406 102	305 214 902
	Contactors	1	155 326 101	305 347 903
	Relay - 230 V*	1	155 031 601	305 213 961
<b>7.5 hp - 6"</b> 282 201 9310	Start Capacitor 270-324 MFD, 330 V	1	275 468 119	305 208 919
	Start Capacitor 216-259 MFD, 330 V	1	275 468 118	305 208 918
	Run Capacitor 45 MFD, 370 V	1	155 327 109	305 203 909
	Start Overload	1	275 411 102	305 215 902
	Run Overload	1	275 406 121	305 214 921
	Contactors	1	155 326 102	305 347 902
<b>10 hp - 6"</b> 282 202 9330	Relay - 230 V*	1	155 031 601	305 213 961
	Start Capacitor 270-324 MFD, 330 V	1	275 468 119	305 208 919
	Start Capacitor 130-154 MFD, 330 V	1	275 463 120	305 206 920
	Start Capacitor 216-259 MFD, 330 V	1	275 468 118	305 208 918
	Run Capacitor 35 MFD, 370 V	2	155 327 102	305 203 902
	Start Overload	1	275 406 103	305 214 903
<b>15 hp - 6"</b> 282 203 9330	Run Overload	1	155 409 101	155 409 101
	Contactors	1	155 326 102	305 347 902
	Relay - 230 V*	1	155 031 601	305 213 961
	Start Capacitor 270-324 MFD, 330 V	2	275 468 119	305 208 919
	Start Capacitor 161-193 MFD, 330 V	1	275 463 122	305 206 912
	Run Capacitor 45 MFD, 370 V	3	155 327 109	305 203 909
<b>15 hp - 6"</b> 282 203 9621 <b>X-Large Enclosure</b>	Start Overload	1	275 406 103	305 214 903
	Run Overload	1	155 409 102	155 409 102
	Contactors	1	155 429 101	305 347 901
	Relay - 230 V*	1	155 031 601	305 213 961
	Start Capacitor 350-420 MFD, 330 V	2	275 468 120	305 208 920
	Run Capacitor 45 MFD, 370 V	3	155 327 109	305 203 909
<b>All</b>	Start Overload	1	275 406 103	305 214 903
	Run Overload	1	155 409 102	155 409 102
<b>208 V Relay*</b>	Contactors	1	155 429 101	305 347 901
	Relay - 230 V*	2	155 031 601	305 213 961
<b>208 V Relay*</b>	Lightning Arrestor	1	150 814 902	150 814 902
	Relay 1.5-3 hp (replaces 155 031 102)	1	155 031 103	305 213 903
	Relay 5-15 hp (replaces 155 031 601)	1	155 031 602	305 213 904

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\* For 208 V systems or where line voltage is between 200 V and 210 V a low voltage relay and larger cable are required:

- Use relay part number 155 031 103 in place of 155 031 102 on 1.5 through 3 hp applications.
- Use relay 115 031 602 for 5-15 hp applications.
- Use the next size larger cable than is specified in the 230 V table.
- Boost transformers are an alternative to special relay and cable.



# CONTROLPRES™

by WATERTech

DOMESTIC PUMP CONTROL

## OWNER'S MANUAL

1 1/4" connections  
115 / 230 Vac DUAL VOLTAGE UNIT



File No: E191502 Mod. CP

### FEATURES & BENEFITS

CONTROLPRES can be installed on surface and submersible pumps for residential, domestic irrigation and booster systems.

- Provides for an adjustable downstream pressure.
- Increases pump life.
- Maintains constant pressure and flow.
- Can be used with surface or submersible pumps.
- Eliminates pump pressure switch.
- Dual voltage 115 / 230 VAC.
- Built-in pressure and flow switch.
- No adjustment or maintenance required.
- Built-in check valve.
- Simple installation saves space and time.
- Built-in dry-run protection.
- Can be used with or without pressure tank.
- Assists in absorbing water hammer.

**READ THESE INSTRUCTIONS CAREFULLY BEFORE INSTALLATION**

**INSTALLER - PLEASE LEAVE THIS MANUAL WITH THE UNIT OR GIVE TO END USER.**

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